

# CITY OF ST. LOUIS, MISSOURI FY2005 ANNUAL OPERATING PLAN



AS ADOPTED

# **CITY OF ST. LOUIS, MISSOURI**

**FISCAL YEAR 2005**

## **ANNUAL OPERATING PLAN**



As Adopted

June 25, 2004



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Ed Bess  
Senior Budget Analyst

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Special thanks to the Department and Division Heads; Pete Joergensen and all the Multigraph staff for their work on the cover and reproduction of this document; Ruth Brown and all the Records Retention staff for their work on the reproduction of this document.



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*Distinguished  
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**City of St. Louis  
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For the Fiscal Year Beginning

**July 1, 2003**

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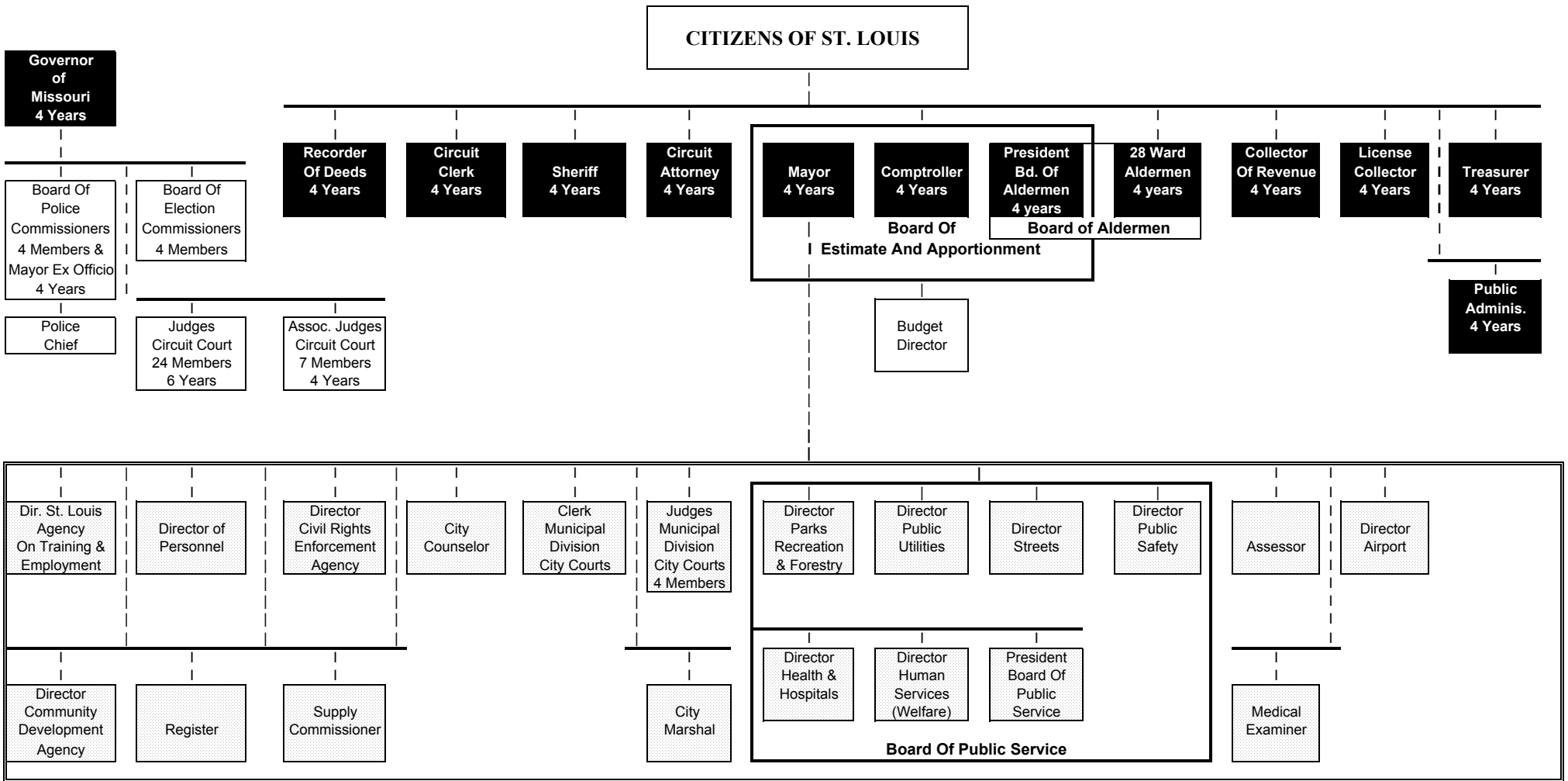
Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to the Budget Division, City of St. Louis for its annual budget for the fiscal year beginning July 1, 2003

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

**GOVERNMENT OF THE CITY OF ST. LOUIS, MISSOURI**



## Elective Offices

 Offices Appointed By Mayor



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## SUMMARY AND OVERVIEW

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### EXECUTIVE SUMMARY

#### **FY2005 Annual Operating Plan**

Each annual operating plan has as its primary task the charge of allocating resources in a manner that furthers City government's mission namely to provide safe neighborhoods, attractive parks and recreation, affordable housing, efficient transportation, a healthy citizenry, a vibrant and diverse economy and an efficient and effective government. This task is made all the more difficult in an environment of rising costs coupled with flat or declining revenues. The challenge in the FY2005 Annual Operating Plan is to address these short term funding challenges while continuing to provide for the City services that are crucial to achieving the long term mission.

The Annual Operating Plan for FY2005 allocates a total amount of \$791.0 million for service delivery and other obligations during the year, a decrease of 4.1% from that of the current year. Decreases in revenues available for support of government operations are evident in not only the general fund but also in dedicated special funds such as government grants and

enterprise functions. At the same time, unavoidable increases in the cost of providing necessary services serve to place additional pressure on the city managers to continue seeking out more efficient ways of providing expected services. The budget recommendations contained in the Annual Operating Plan represent an attempt to reallocate resources in such a way that sufficient funds are available to pay for essential services, that operating costs mandated by state law are properly addressed, and that fixed costs relating to ordinances and contracts are adequately funded. It is also designed to reflect established priorities that encourage city managers to seek ways to reduce costs where possible with as little negative impact as possible on service delivery. Discretionary costs have been held flat and some cases reduced. Some functions have been shifted where it was determined that the shift of responsibility could result in budgetary savings. In other instances, similar functions in separate departments have been combined allowing for the elimination of a layer of administration. Recommended staff reductions in the operating plan were designed to target administrative overhead whenever possible. Increases in the cost for personal

## SUMMARY AND OVERVIEW

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services have been mitigated by the elimination of any cost-of-living adjustments and the city's decision to seek bids for the provision of employee health insurance. In spite of gains in market value experienced by each of the city's three pension systems, the FY2005 Annual Operating Plan again includes a recommendation that the city continue to appropriate a fixed percentage of covered payroll to each system.

Funds available to support the Plan include grants from federal and state agencies, user fees, and locally generated tax revenues. There are no tax increases anticipated in the recommended plan, however, the plan does include the expected full year impact of adjustments to fees that were instituted during the current year. In addition, the plan is predicated on adoption of an ordinance establishing new regulations with respect to Police activity on business and home alarms that is expected to produce additional revenue. Locally generated revenues are also expected to be positively impacted by the institution of a new parking enforcement program that promises to improve processing and collection functions as well as customer service. Revenue reallocation also figures into the

recommended Plan with a proposal for applying revenues from the one-tenths percent sales tax for metropolitan parks to maintenance of the city's parks along with a proposal to use currently available funds set aside for Forest Park improvements for maintenance of Forest Park. Both these efforts will allow the city to maintain its current level of funding for maintenance of all the city's parks. Without this proposed one time infusion of anticipated revenue, more severe reductions would have been required to maintain a balance between revenue and expenditures. One of the steps taken by the State of Missouri to reduce its own expenses was to adjust the amount of reimbursement it provides to local governments for services imposed by state statutes. This adjustment had the effect of reducing the amount of reimbursement for property tax assessment as well as for the housing of pre-trial inmates and juvenile offenders. The FY2005 Plan incorporates the reduced reimbursement rates and is based on the presumption that additional reductions will not be forthcoming.

As expected in a year when the total budget decreases, there are no areas of the budget where budgeted costs are significantly

## SUMMARY AND OVERVIEW

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higher than in the current year. However, due to the fact that FY2005 is a year that contains four scheduled citywide elections, the proposed budget for the Board of Election Commissioners is the one exception that does show a year to year increase in recommended funding. Attempts have been made to craft a budget that retains the current level of citizen services. These attempts include consolidation of services across division lines in the case of vehicle maintenance and resorting to more interdepartmental cooperation where such cooperation is deemed to produce cost reductions. With public safety being of great concern, every attempt was made to maintain funding at the current year's level for those departments that most directly deliver public safety services, namely Police, Fire and Courts.

The total budget for FY2005 is \$791.0 million, and is funded by a combination of local tax and fee collections, dedicated funds for the Airport and Water Division enterprise functions, and project specific grants. The vast majority of local taxes and fees collected are used in support of general fund activities. The remaining local collections are deposited in special funds due to legal requirements and

are used to augment the services provided by the general fund. These special funds include those containing the Local Use Tax, Gaming Revenues, Cable Television gross receipts tax, and the Property Tax Assessment subsidy. These amounts are further broken down by departmental activities using specific projects and accounts, with distinctions being made between operating and capital expenditures.

## GENERAL FUND OPERATIONS

The general fund budget in combination with a variety of special funds supports those recurring activities necessary for the operation of City government. These activities are supported by a combination of revenues derived from taxes, fees, fines and intergovernmental transfer payments.

At \$403.1 million, the general fund budget for FY2005 is the largest of the City funding units. In keeping with the City's objective of preserving constituent services, this fund allocates \$225.2 million for public safety functions, including \$134.3 million for police services. The remaining public safety allocation from the general fund provides for fire protection, pre-trial inmate housing,

## **SUMMARY AND OVERVIEW**

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emergency medical services, and various permitting and inspection activities. The general fund budget also dedicates funds for the City's neighborhood stabilization efforts through allocations for solid waste collection and disposal as well as for maintenance of streets, alleys, and parks in the amount of \$47.7 million. Debt service payments for large projects funded through lease arrangements are included in the general fund allocation in the amount of \$19.8 million which funds annual lease payments on the Kiel Center, Carnahan Courthouse, and the Convention Center/Stadium complex. Funding for state and municipal court functions and county offices account for an additional \$48.6 million. The remainder of the general fund budget can be categorized as paying for maintenance and operations of buildings, health care services and administrative functions.

### **ENTERPRISE FUND OPERATIONS**

The Water Division and the Airport are the City's two enterprise funds. Allocations for these departments are included in the FY2005 budget at \$48.6 million and \$130.3 million, respectively. The Water

Division receives its income from the sale of water to residents of the City and recently from the sale of water to other municipalities in the metropolitan area. Approximately 8% of the Water Division's budget or \$4.1 million is devoted to retirement of revenue bonds issued for capital improvements to the divisions two treatment facilities and an upgrade of the supporting infrastructure. With a budget of \$130.3 million, the Airport is the City's largest cost center and is supported entirely by user fees paid by airlines and concessionaires, along with federal funds. The FY2005 proposed Airport budget for administrative cost is lower due to the decision by American Airlines to reduce by 51% the number of gates it will operate. Approximately 35% of the airport's budget is devoted to debt service payments on revenue bonds for Airport expansion and to facilitate repair and maintenance of the runways and terminals. The remaining budget amounts provide for the administration and daily operations of both the Airport and Water Division.

## **SUMMARY AND OVERVIEW**

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### **FEDERAL AND STATE GRANTS**

Grant funds secured from agencies at both the State and Federal level are included in the adopted Plan in the amount of \$61.1million, a 6% decrease from the current year level. The largest portions of these dollars are used to augment locally funded social service programs and are allocated through the Department of Health and the Department of Human Services. Necessary services are delivered by the City either directly or by contract. In FY2005, \$33.6 million in grant funds will be allocated for use by these two departments. Public safety and neighborhood stabilization issues are addressed with miscellaneous project specific grants administered by the Police Department and the Local Law Enforcement Block Grant. Grants for this category total \$9.1 million in FY2005. The remaining grant funds supplement the City's efforts in the provision of job training services through the St. Louis Agency for Training and Employment and with providing administrative support for the Law Department and the Community Development Agency.

### **CAPITAL IMPROVEMENTS**

The budget allocates \$33.3 million in funds dedicated to equipment purchases and capital improvements. The sources include a dedicated sales tax, a portion of the state gasoline tax, gaming admissions receipts, and interest earnings on invested funds. Projects funded include infrastructure improvements to bridges, streets, and buildings, as well as debt service on previously approved projects such as the Justice Center and Civil Courts Building.

### **OTHER SPECIAL REVENUE FUNDS**

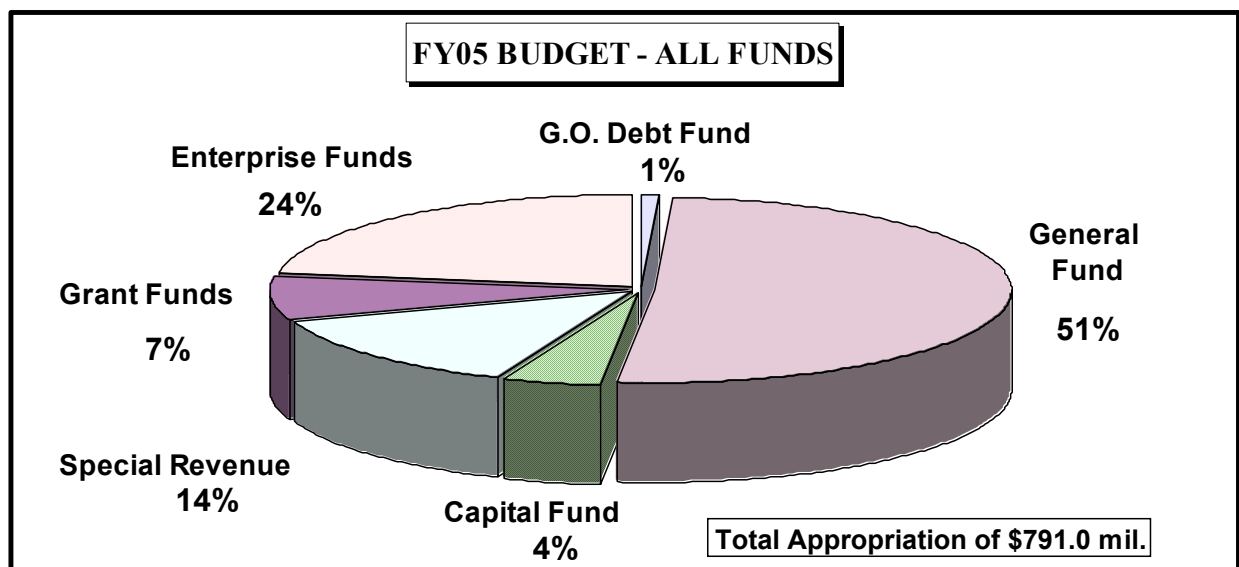
The remaining allocations in the budget are through special funds, the revenues from which are legally required to be accounted for separately from the general fund. This category includes \$25.0 million expected in FY 2005 from the Local Use Tax. Programs funded by the Local Use Tax include health care, building demolition, affordable housing, police services, and neighborhood preservation. This budget also allocates \$6.7 million from gaming operations which is used for capital improvements and enhancing the safety of the public visiting the riverfront.

## SUMMARY AND OVERVIEW

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Other functions for which special revenue funds are allocated in this budget include maintenance of improvements in Forest Park, demolition of condemned buildings, and repair of sewer lines. The graph below

illustrates the total budget distributed among fund groups. The following page presents a summary of highlights of the FY2005 Annual Operating Plan





## SUMMARY AND OVERVIEW

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### Highlights of the FY2005 Operating Plan

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li>• \$1.1 million in additional salary savings due to elimination of merit pay increases in FY05</li></ul>                                      | <ul style="list-style-type: none"><li>• \$1.1 million increase in Board of Election for four city-wide elections</li></ul>  |
| <ul style="list-style-type: none"><li>• \$2.4 million increase in allocation for health insurance costs for City employees</li></ul>  | <ul style="list-style-type: none"><li>• \$1.7 million in revenue due to imposition of new alarm fee ordinance</li></ul>   |
| <ul style="list-style-type: none"><li>• \$5.7 million in remaining justice center project funds for general fund portion of Justice Center Debt</li></ul>                           | <ul style="list-style-type: none"><li>• \$8.5 million increase in Convention Center debt after one-time refinancing reduction in FY04</li></ul>                           |
| <ul style="list-style-type: none"><li>• \$2.0 million in unappropriated capital revenues to pay general fund portion of Courthouse debt</li></ul>                                   | <ul style="list-style-type: none"><li>• \$1.6 million Metro Parks sales tax revenues allocated for park maintenance</li></ul>   |
| <ul style="list-style-type: none"><li>• \$2.0 million in staff reduction and other savings related to an operational review of Correctional Facilities</li></ul>                    | <ul style="list-style-type: none"><li>• \$750,000 estimated increase in general fund parking revenues related to new parking violation collection initiative</li></ul>    |
| <ul style="list-style-type: none"><li>• \$1.0 million in savings in Fire Department overtime and salary costs due to staffing and scheduling initiatives</li></ul>                  | <ul style="list-style-type: none"><li>• \$600,000 in estimated savings due to consolidation of ESD facility and sedan maintenance with Police department garage</li></ul> |
| <ul style="list-style-type: none"><li>• \$1.5 million in estimated Health Division costs savings in effort to more effectively coordinate with community health resources</li></ul> | <ul style="list-style-type: none"><li>• In excess of \$250,000 in annual Street Department savings due to state assuming maintenance of certain City streets</li></ul>    |
|   | <ul style="list-style-type: none"><li>• Net reduction of 271 general fund positions and 319 positions from all funds</li></ul>  |

## SUMMARY AND OVERVIEW

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The FY2005 Annual Operating Plan includes funds for scheduled debt service obligations on several large construction projects initiated in previous fiscal years. These include the Justice Center, Kiel Center, and the Convention Center and Stadium Complex. In addition to the construction projects noted above, the City has also issued lease debt for repairs and improvements at the Carnahan and Civil courthouses. Required annual payments for these projects are included in the Plan, along with payments for a lease purchase of rolling stock and a general obligation bond issue that provided for the replacement of firefighting equipment along with other public safety initiatives. Projects developed using Tax Increment Financing, with loan repayments generated by the project are also included in the budget.

Social Service initiatives funded in this budget are found in the Department of Health & Hospitals and the Department of Human Services. These funds whether generated locally or as the result of federal or state grants, have been distributed in a manner which seeks to ensure that these services are available to all who are in need. Health and

Human Services program spending is supported by \$14.8 million in local funds and \$33.6 million in federal and state grants.

The Department of Public Safety has been given additional responsibilities in the area of lead poisoning prevention. The Building Division will take over performance of inspections aimed at detecting the presence of lead based paint in residential housing units as well as monitoring of the abatement process in affected units. Also in the public safety arena, staffing levels for firefighters and emergency medical service personnel has been retained at the current year's level. Uniformed police officer staffing is expected to gradually diminish during the fiscal year through attrition by approximately eighty officers to 1,325 by the end of FY2005. The result of this action is that the city will no longer participate in the COPS program administered by the Department of Justice. The FY2005 plan allocates additional funds through the Capital Budget for major street and bridge projects while the general fund budget maintains residential and commercial area street maintenance along with refuse collection and disposal.

## SUMMARY AND OVERVIEW

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The allocation of funds for maintenance of city owned parks has been retained at the current year's level and is contingent on approval of the proposal to transfer proceeds generated by the one-tenth percent parks sales tax in FY2005 to the general fund and to use funds on deposit in the Forest Park special account for purposes of providing enhanced services in Forest Park.

Recreation programming will continue to be offered at the existing ten centers located throughout the City.

## **SUMMARY AND OVERVIEW**

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### **SUMMARY**

In summary, the total budget appropriation for FY2005 is \$791.0 million. Over 50%, or \$403.1 million, is appropriated from general revenue to pay for day-to-day City operations. City general funds are supplemented by approximately \$61.1 million in grants from State and Federal Sources. The remainder of the budget comes from a variety of special and enterprise funds maintained by the City in compliance with specific ordinances or agreements. The allocation of these funds is designed to make the City of St. Louis a more desirable place to live, work and do business. The allocation also reflects the City administration's goal of providing an effective and responsive City government as well as one that can deliver a wide range of recreational, entertaining, and cultural experiences. The service enhancements and infrastructure improvements funded in this plan will promote growth in future economic activity, which will in turn produce tangible results in jobs and fiscal stability.

### **GENERAL FUND OVERVIEW**

#### **Sources of Funds**

The revenue available to appropriate for general fund obligations in FY2005 amounts to \$403.1, a decrease of 2% from the current year's budget amount. This amount includes one-time revenues of \$2.9 million, the majority of which represents a reallocation of sales tax revenues which in previous years was used for capital projects in city parks. The estimated revenue also presumes adoption of an ordinance regulating the use of burglar alarms the purpose of which is to assess fines for excessive false alarms. Employment and gross receipts based taxes which were forecast to exhibit modest growth in the current fiscal year have remained flat, necessitating mid year revenue adjustments. The FY2005 estimates incorporate the reduced bases and in some instances extend the pessimistic outlook into the next fiscal year.

Earnings and Payroll tax revenue continue to be the most significant revenue source and is expected to account for 38% of all general fund revenue in FY2005. Compared to the revised estimate for the

## SUMMARY AND OVERVIEW

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current year, growth in these two sources is forecast at slightly more than 1.0%. Property tax revenue is forecast to increase by 4.6% reflecting increased assessed value of real estate in the City.

General sales tax revenues are not forecast to exhibit growth and are in fact expected to continue the downward trend that started in FY2002. Gasoline tax revenue is a function of the number of gallons purchased in the state and has remained virtually flat. The estimate for FY2005 presumes a continuation of this trend.

Franchise and Utility tax revenue is forecast to decrease by approximately \$0.7 million, or 1.4% compared to the revised estimate for the current year which benefited from an unusually prolonged heating season. The estimate does not anticipate any significant changes in seasonal weather patterns nor does it incorporate the effect of any rate changes that may be granted by the Public Service Commission. Total revenues from licenses issued by the License Collector are forecast to increase by 3.5% overall with the greatest impact coming from those licenses that are based on gross receipts. This

category includes licenses fees from admissions to sporting events, operation of parking garages, and the gross receipts tax on restaurants and hotel rooms. The estimate also presumes that the License Collector will end the practice of retaining 200% of previous year expenses as operating capital, and will instead relinquish surplus revenues in excess of 50% of the previous year's expenses to the general fund.

In addition to the one-time revenues alluded to earlier resulting from reallocation of dedicated sales tax revenues, the estimate also presumes passage of an ordinance authorizing fines for excessive false alarms. This ordinance is estimated to provide an additional \$1.7 million in FY2005 and be a recurring source of revenue thereafter. Departmental revenues will be enhanced by adoption of a new parking violations program targeted at improving collections which is expected to add \$0.8 million in FY2005 and to increase in subsequent years.

## SUMMARY AND OVERVIEW

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### Uses of Funds

The FY2005 Annual Operating Plan includes a General Fund budget that seeks to provide for continued and enhanced neighborhood stabilization and an allocation scheme designed to ensure that City departments charged with service delivery are provided with the necessary resources to fulfill their missions. Major highlights that differentiate this year's plan from that of last year have been identified in a previous table. These include the allocation of funds sufficient to meet the City's debt service requirements, as well as other contractual obligations.

The FY2005 general fund budget includes the impact of previously granted pay adjustments but does not anticipate any cost of living pay adjustments in the coming year. The budget also accommodates an increase of approximately 22% in the cost of employee health insurance along with contributions amounting to 6% of payroll costs to each of the City's three pension systems. Allocations for worker compensation claims have been increased to reflect recently established patterns. In recognition of the fact that more

layoffs are likely in the next fiscal year, the allocation for unemployment compensation has been maintained at a level that reflects recent payment history.

Constituent services that have historically been provided are funded at current levels with any enhancements expected to come from operational efficiencies. The recommended allocation for the Department of Streets will allow for maintaining existing schedules for residential and commercial area street cleaning. Refuse collection schedules are also maintained at the current twice weekly pace. Similarly, allocations to the Department of Parks, Recreation, and Forestry will provide sufficient funds to continue maintenance of vacant lots and buildings throughout the year with increased frequency of visits during the growing season. The Plan as recommended also maintains the city's emphasis on ultimately providing a lead-safe environment in its housing stock. The Department of Public Safety will assume the lead in detection and abatement of hazardous amounts of lead-based paint in residential housing. Treatment of individuals found to have elevated blood levels of lead continues

## SUMMARY AND OVERVIEW

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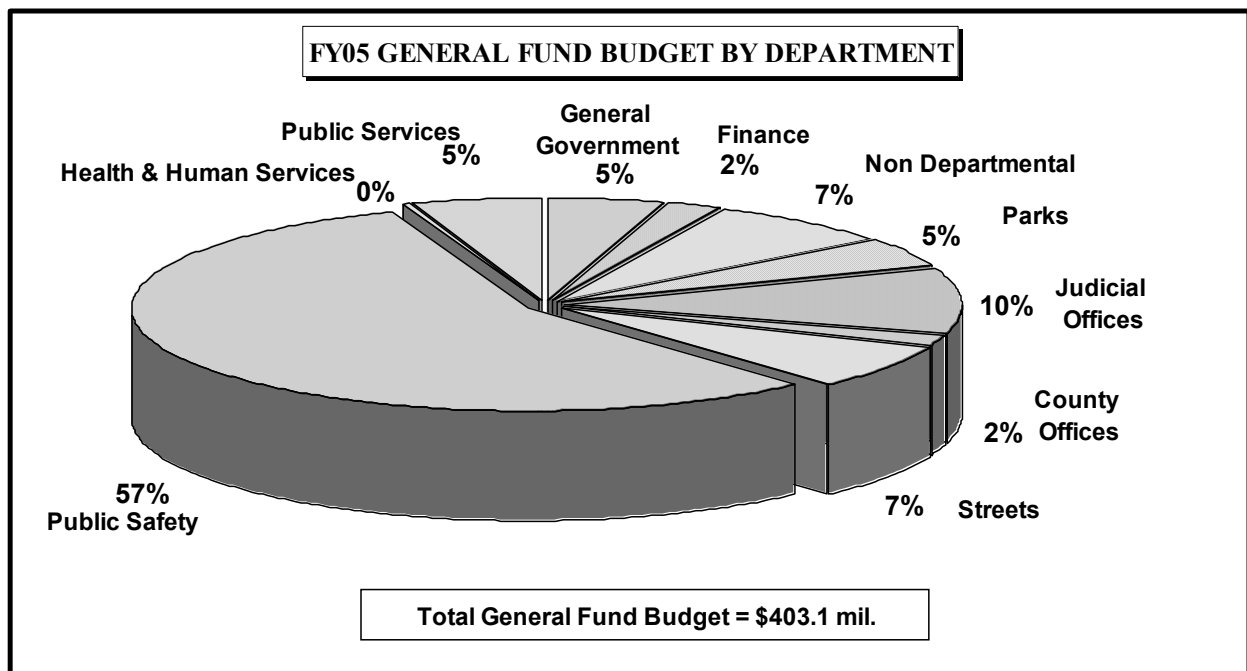
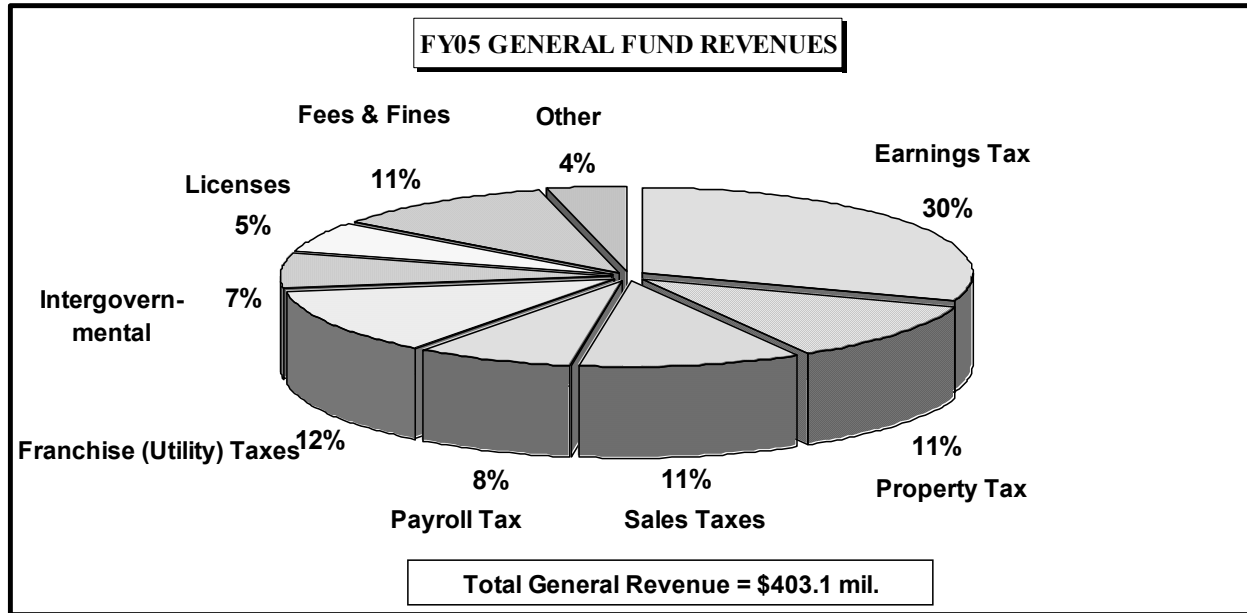
to be the responsibility of the Division of Health.

The general fund budget as recommended is in balance with expected revenues. However, a balanced budget in FY2005 relies on the use of non-recurring revenues mentioned previously and adoption of new legislation that will generate additional income. One-time revenues in this budget are used to continue to provide needed City services in this period of economic uncertainty.

## SUMMARY AND OVERVIEW

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The following charts illustrate the sources and uses of funds.





## SUMMARY AND OVERVIEW

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### Projected Operating Results

Based on the expected operating revenue and the appropriations previously identified, the operating revenues will approximately match the adopted budget.

The table below shows the expected results from operations in FY2005.

Estimated Revenue	\$403,127,000
General Fund Appropriations	403,081,949
Results from operations	<u>\$ 45,051</u>

## SUMMARY AND OVERVIEW

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### CAPITAL IMPROVEMENTS

The City of St. Louis Capital Committee has developed a five-year Capital Improvements Plan containing projects that have an estimated cost of \$400 million. These projects will be funded through a combination of local, state and federal funds. Over the five year period, an estimated \$197 million will be appropriated for cash payments and debt service requirements, and in some cases the local matching share for road and bridge repair projects and major flood protection projects. The FY2005 Capital Budget funds the first year of the plan with a recommended appropriation of \$33.3 million. Sales taxes for capital improvement will generate \$15.7 million in FY2005 or approximately 47% of the total revenue. Other revenues supporting the capital budget include \$3.3 million from asset sales, \$3.7 million from projected gaming revenues, \$1.5 million from court fees, and 5.8 million from the Justice Center construction account made available following completion of the project.

Capital expenses planned for FY2005 include those for projects designed to further the City's goal of stabilizing neighborhoods as

well as increasing the efficiency of service delivery through replacement of vital equipment required to deliver those services. Also included are funds necessary to comply with federal mandates regarding environmental hazards such as lead and asbestos abatement, and treatment of former underground tank sites. In accord with established policy, the plan proposes maximum funding of approved road and bridge projects that are 80% federally funded. The major categories of planned capital expenses are presented below:

#### **Ward Improvements - \$7.5 million**

Each of the City's 28 wards will be allocated \$269,300 for projects such as neighborhood park improvements, street resurfacing, street lighting enhancements, and refuse container replacement. Actual projects were recommended by the ward alderman subject to approval by the Board of Estimate and Apportionment.

**Major Parks and Recreation Centers – \$3.0 million:** The City's six major parks, Forest, Tower Grove, Carondelet, Fairgrounds, O'Fallon, and Willmore will share \$2.5 million. Planned projects include roadway

## SUMMARY AND OVERVIEW

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repairs, skating rink renovations, and improvements to tennis courts. A total of \$0.5 million will be expended on recreation centers for upgrades to facilities and building modifications to comply with ADA standards.

### **Facility Improvements - \$17.2 million:**

Funds categorized as being for facility improvements will service previously incurred debt for construction and renovations of several City facilities. In addition, improvements are planned for several other City facilities including Municipal Garage, City Hall, and at both the north and south refuse transfer facilities.

### **Equipment Replacement - \$1.1 million:**

Planned expenditures include replacement of rolling stock necessary to the refuse collection, street cleaning, and animal regulation functions. A line of credit has been obtained and will be used for a replacement of rolling stock up to the existing available balance. Replacement and upgrading of computer and communication equipment is authorized up to \$0.3 million.

### **Bridge & Street Improvements - \$2.1 million:**

Eight bridge and street improvement

projects are funded in conjunction with the federal ISTEA program. The City's share of those projects averages 20% of the total cost. This category also includes funds for unforeseen bridge repairs, which are not eligible for the federal cost sharing arrangement, as well as any planned arterial street resurfacing.

## **BUDGET FORMAT**

The remainder of this budget document is divided into the following sections:

**Budget Overview:** This section provides a more detailed discussion of the City's projected revenues and expenditures. The discussion includes an overall economic outlook for the City and includes summary tables illustrating projected revenues and appropriations for all funds.

**Department and Program Budgets:** This section is divided by major City departments. Each department begins with a summary of budget statistics and is followed by division and program budgets within each department. The division and program budgets are presented in a format that contains narrative

## SUMMARY AND OVERVIEW

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information about respective programs and identifies outputs and projected performance levels.

**Capital Improvements:** The City's FY2005 Capital Budget and Capital Improvement Plan are presented in this section. A detailed discussion of the five-year plan and description for each capital project are being submitted under a separate cover.

**Appendix:** The appendix includes supplemental information about the City and its budget including debt issues, the budget process, trends in personnel, etc.

## **SUMMARY AND OVERVIEW**

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### **BUDGET OVERVIEW**

This section presents summary information on the FY2005 Annual Operating Plan for the City of St. Louis. The discussion that follows describes the economic outlook for the City and region in the context of both the national and state perspective and presents a comprehensive review of the general operating fund budget as well as for enterprise and special revenue funds. Also presented in this section are summary tables of sources and uses of funds for all fund groups and descriptions of the major sources of revenue for FY2005.

### **ECONOMIC OUTLOOK**

#### **U.S. Economy and Outlook**

As measured by real Gross Domestic Product, (GDP), the United States economy has shown signs of emerging from recession. Real GDP growth resumed in 2002 and when final numbers are revealed for 2003, they are expected to show growth of 3.1%. The inflation rate as measured by the Consumer Price Index, (CPI) is expected to exhibit growth of 2.3% for the same

period. Both these measures are low by historical standards and indicate that the national economy is growing, albeit at a slow pace.

Looking ahead, the expectation is for continued improvement over the next two years. For Fiscal Years 2004 and 2005, the Macroeconomic Advisers forecast is for real GDP to grow 4.6 percent and 4.4 percent, respectively. The inflation rate is expected to be 1.8 and 1.3 percent in the two years. Improvement in the national economy is dependent on sustaining the current stock market recovery, continued strength in consumer spending, and accelerated business hiring, all of which should lead to enhanced capital spending.

#### **The Missouri Economy and Outlook**

As is the case with the national economy, the Missouri economy has begun to show signs of recovery. The Missouri unemployment rate has improved by 10% in the one year period ending in November 2003.

## SUMMARY AND OVERVIEW

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The slowly improving economy has also boosted the rate of growth in Missouri personal income. A modest rebound in the states economic fortunes is expected due in part to the state's diversified economy which maintains a strong presence in health care services, agriculture, and the travel and leisure industry. As the national economy rebounds, growth in the Missouri economy will likely follow suit.

### **St. Louis Economic Outlook**

The City of St. Louis is the core of an eleven county metropolitan area covering parts of both Missouri and Illinois, and as such is the employment and entertainment center of an area containing a population of 2.6 million residents. It is also the office center of the region with over 24 million square feet of office space. The metropolitan area and the City are major industrial centers in the Eastern Missouri – Southwestern Illinois area with a broad range of industries. Although the distribution of jobs across industry sectors has resulted in a decline in the City's share, the City remains a significant source of employment in the region with nearly 20% of all the jobs. Job growth in the

City has been concentrated in the service sector since the City is growing as a service center and the outlook is for long-term employment growth in the areas of medical, business, and recreational services, as well as in education and tourism.

The unemployment rate in both the City and the metropolitan area has decreased, according to information from the Missouri Department of Economic Development. The implication is the impact of the recession on employment has been distributed throughout the area rather than being disproportionately borne by the City. The level of retail activity in the City has continued to decline over the last year as evidenced by sales tax collections and that fact is reflected in the FY2005 revenue estimates. However, the latest information on tax assessments show that property values in the City continue to appreciate fueled by new construction and phasing out of assessment abatements. This positive change is indicative of continuing investment in the City and is expected to lead in the City's economic recovery.

## **SUMMARY AND OVERVIEW**

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Through the provision of City services, maintenance of infrastructure and promotion of tourism and business development, the City will be assured of its continuing role as the region's economic center.

## SUMMARY AND OVERVIEW

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### FY2005 OPERATING PLAN

#### FUND GROUPS

The total appropriation for the City of St. Louis for FY2005 totals \$791.0 million. In addition to this appropriation, there are funds such as the Community Development Block grant and the Street Improvement funds among others that are appropriated separately.

The following is a brief description of the major funds subject to appropriation followed by tables illustrating recent revenue and expenditure history as well as projected performance in FY2005.

#### General Fund

The General Fund is the general operating fund of the City and accounts for all financial transactions not required to be accounted for in another fund. General Fund expenditures account for about one-half of all City expenditures. As the general operating fund, general fund revenues pay for the majority of services delivered to and paid for by citizens. These include administrative costs as well as more visible services such as police and fire protection, emergency and

other medical services and maintenance of parks and streets.

#### Special Revenue Funds

Special Revenue Funds are used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Funds contained in this category include, government grants, the convention and tourism fund, gaming fund, assessment fund, lateral sewer fund, capital funds, tax increment financing funds, transportation fund and other miscellaneous special funds. The debt service fund is used to account for revenues and expenses related to the City's general obligation (property tax supported) debt and is also included as a special fund. Two other funds are included in this group for illustrative convenience. The City's mail room service operates as an internal service fund in that it provides mail service to departments on a reimbursement basis. The employee benefits fund is an agency fund in that it administers expenditures for the City's various health plans funded by appropriations from other City funds as well as contributions from City employees.



## SUMMARY AND OVERVIEW

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### **Enterprise Funds**

Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The enterprise funds in the operating plan are the Water Division and Airport operations. The Parking Meter Division is also operated as an enterprise fund and is separately appropriated

Detailed descriptions of funds within each of these fund groups can be found in the glossary in the Appendix of these documents.

The tables on the following pages contain summary budget information for all funds. A more detailed discussion of the general fund budget and descriptions of trends in major sources of revenue follow.

**FY05 BUDGET SUMMARY - ALL FUNDS**  
(in millions)

Fund	FY03 Actual	FY04 Budget	FY05 Budget	Percent Change FY04-05
<b>General Fund</b>	\$403.5	\$411.3	\$403.1	-2.0%
<b>Special Revenue Funds</b>				
Debt Service Fund	\$5.6	\$5.7	\$5.7	-0.7%
Capital Fund	\$39.8	\$33.9	\$34.8	2.6%
Assessment Fund	\$4.0	\$3.8	\$4.0	5.8%
Employee Benefits Fund	\$34.4	\$36.6	\$41.2	12.4%
Convention and Tourism Fund	\$3.7	\$3.9	\$4.1	5.8%
Lateral Sewer Fund	\$3.1	\$3.4	\$3.2	-7.5%
Cable Communications Fund	\$1.8	\$1.7	\$1.4	-20.4%
Port Authority	\$4.8	\$3.5	\$3.4	-4.0%
Riverfront Gaming Fund	\$6.8	\$5.2	\$4.9	-6.2%
Convention and Sport Facility Trust Fund	\$5.5	\$6.1	\$5.8	-3.9%
Health Care Trust Fund (Use Tax Fund)	\$5.1	\$5.0	\$5.0	0.0%
Other Special Revenue Funds	\$17.0	\$16.8	\$15.3	-9.2%
	\$131.6	\$125.7	\$128.6	2.4%
<b>Grant Funds</b>				
St. Louis Agency on Training and Employment	\$0.3	\$7.9	\$8.3	4.1%
Community Dev. Planning & Administration	\$5.6	\$4.8	\$4.7	-3.8%
Health and Human Services	\$18.8	\$49.3	\$31.0	-37.2%
Police Department	\$6.1	\$8.7	\$6.6	-24.7%
Other Grants	\$0.1	\$15.9	\$30.0	88.7%
	\$30.8	\$86.7	\$80.4	-7.2%
<b>Enterprise Funds</b>				
Water Division	\$42.9	\$48.0	\$48.6	1.3%
Airport Authority	\$192.8	\$153.3	\$130.3	-15.0%
	\$235.6	\$201.3	\$178.9	-11.1%
<b>Total General Appropriation</b>	<b>\$801.5</b>	<b>\$824.9</b>	<b>\$791.0</b>	<b>-4.1%</b>
<b>Separate Appropriations <sup>1</sup></b>				
Community Development (Net Planning/Adm.)	\$31.4	\$29.6	\$33.9	14.4%
Street Improvement Fund	\$4.7	\$5.0	\$4.5	-10.0%
Parking Division Funds	\$10.8	\$10.3	\$11.5	11.4%
Transportation Trust Funds	\$31.0	\$28.6	\$28.6	0.0%
	\$78.0	\$73.6	\$78.5	6.7%
<b>Total Appropriations</b>	<b>\$879.5</b>	<b>\$898.5</b>	<b>\$869.5</b>	<b>-3.2%</b>

<sup>1</sup> CDBG & housing grants and Street Improvement funds appropriations are for calendar years 2002, 2003, and 2004 and are appropriated separately. Spending for any one grant year appropriation may occur over a period of several years.

**FY05 REVENUE SUMMARY - ALL FUNDS**  
(in millions)

	FY03 Actual	FY04 Revised	FY05 Budget	Percent Change FY04-05
<b>General Fund</b>				
Earnings Tax	\$122.2	\$119.9	\$121.9	1.6%
Property Tax	42.5	44.0	46.0	4.6%
Sales Tax	46.3	44.8	43.9	-2.1%
Payroll Tax	31.9	31.6	31.6	0.0%
Franchise (Utilities) Taxes	52.2	51.0	50.3	-1.4%
License Fees	22.2	22.9	23.5	2.8%
Grants & Intergovernmental Revenues	22.9	25.6	26.3	2.8%
Department User Fees and Fines	32.3	38.1	43.5	14.2%
Transfers	21.9	13.0	16.2	24.3%
	<u>\$394.3</u>	<u>\$390.8</u>	<u>\$403.1</u>	<u>3.1%</u>
<b>Special Revenue Funds</b>				
Property Tax	\$7.2	\$6.8	\$6.8	-0.4%
Franchise (Utilities) Taxes	4.5	4.4	4.5	0.9%
Local Use Tax	24.4	25.1	25.0	-0.4%
Other Taxes	14.0	11.8	11.9	0.9%
Grants & Intergovernmental Revenues	52.0	72.3	70.0	-3.2%
Department User Fees and Fines	36.8	43.1	49.9	15.8%
Transfers	1.9	2.1	1.3	-38.6%
Fund Balances and Other Resources	6.0	3.3	5.6	68.9%
	<u>\$146.8</u>	<u>\$168.9</u>	<u>\$174.9</u>	<u>3.6%</u>
<b>Capital Improvements Funds</b>				
1/2 Cent Sales Tax	\$16.8	\$16.3	\$15.7	-3.7%
Metro Parks Sales Tax	1.5	1.5	0.0	-100.0%
Grants & Intergovernmental Revenues	4.0	1.0	0.6	-39.6%
Department User Fees and Fines	1.7	1.7	1.5	-11.8%
Transfers	9.2	12.5	9.5	-24.2%
Other Resources	0.5	0.6	3.3	500.0%
Balances / Surpluses Previous Years	6.3	0.1	2.7	3250.0%
	<u>\$40.0</u>	<u>\$33.7</u>	<u>\$33.3</u>	<u>-1.2%</u>
<b>Enterprise Funds</b>				
Franchise (Utilities) Taxes	\$3.7	\$4.0	\$4.0	0.0%
Enterprise Revenues	210.7	202.4	193.8	-4.2%
	<u>\$214.4</u>	<u>\$206.4</u>	<u>\$197.8</u>	<u>-4.2%</u>
<b>Total General Appropriation</b>	<u><u>\$795.5</u></u>	<u><u>\$799.7</u></u>	<u><u>\$809.1</u></u>	<u><u>1.2%</u></u>
<b>Funds Appropriated Separately</b>				
Community Development (CDBG) & Housing Grants *	\$44.1	\$29.6	\$27.9	-5.5%
Street Improvement Fund	4.4	4.2	4.5	6.9%
Parking Division Revenues	10.6	10.3	11.5	11.5%
Transportation Fund Revenues	25.5	28.6	28.6	0.1%
(* excluding CDBG admin. portion included in general appropriation)	<u>\$84.6</u>	<u>\$72.7</u>	<u>\$72.6</u>	<u>-0.2%</u>
<b>Total All Sources</b>	<u><u>\$880.1</u></u>	<u><u>\$872.4</u></u>	<u><u>\$881.6</u></u>	<u><u>1.1%</u></u>

**FY05 BUDGET - ALL FUNDS  
BY DEPARTMENT**

Department		General Fund	Special Funds Revenue	Grant	Enterprise Funds	Total Funds
<b>GENERAL GOVERNMENT</b>						
110	Board of Aldermen	2,309,550	-	-	-	2,309,550
120	Mayor's Office	1,832,018	-	54,214	-	1,886,232
121	St. Louis Agency on Training and Emp.	-	-	8,261,843	-	8,261,843
123	Department of Personnel	2,780,323	-	-	-	43,939,839
	Employee Benefits Fund	-	41,159,516	-	-	-
124	Register	149,472	-	-	-	149,472
126	Civil Rights Enforcement Agency	393,737	-	63,649	-	457,386
127	Information Technology Service Agency	4,697,631	133,037	-	-	4,830,668
137	Budget Division	642,891	-	-	-	642,891
139	City Counselor	5,685,813	-	797,403	-	6,483,216
141	Planing and Urban Design	-	-	1,570,000	-	1,570,000
142	Community Development Administration	-	-	3,084,693	-	3,084,693
143	Affordable Housing Commission	-	7,498,661	-	-	7,498,661
	<b>Subtotal</b>	<b>18,491,435</b>	<b>48,791,214</b>	<b>13,831,802</b>	<b>-</b>	<b>81,114,451</b>
<b>FINANCE</b>						
160	Comptroller	7,131,240	-	-	-	10,320,940
	Lateral Sewer Fund	-	59,300	-	-	-
	Tax Increment Financings	-	1,959,662	-	-	-
	Trustee Lease Fund	-	526,900	-	-	-
	Grant and Other Funds	-	643,838	-	-	-
162	Municipal Garage	257,887	-	-	-	257,887
163	Microfilm	293,317	-	-	-	293,317
170	Supply Commissioner	556,026	-	-	-	556,026
171	Multigraph	1,241,148	-	-	-	1,241,148
172	Mail Room	-	828,725	-	-	828,725
180	Assessor	-	3,988,966	-	-	3,988,966
	<b>Subtotal</b>	<b>9,479,618</b>	<b>8,007,391</b>	<b>-</b>	<b>-</b>	<b>17,487,009</b>
<b>NON-DEPARTMENTAL</b>						
190	City Wide Accounts	30,158,064	-	-	-	38,483,064
	Convention and Tourism Fund	-	4,100,000	-	-	-
	Riverfront Gaming Fund	-	4,225,000	-	-	-
	<b>Subtotal</b>	<b>30,158,064</b>	<b>8,325,000</b>	<b>-</b>	<b>-</b>	<b>38,483,064</b>
<b>PARKS, RECREATION &amp; FORESTRY</b>						
210	Director, Parks, Recreation and Forestry	400,939	-	800,000	-	1,200,939
213	Division of Recreation	2,057,572	-	-	-	2,057,572
214	Division of Forestry	6,486,646	-	114,261	-	6,600,907
220	Division of Parks	9,030,631	-	110,186	-	9,140,817
250	Tower Grove Park	696,000	-	-	-	696,000
	<b>Subtotal</b>	<b>18,671,788</b>	<b>-</b>	<b>1,024,447</b>	<b>-</b>	<b>19,696,235</b>
<b>JUDICIAL OFFICES</b>						
310	Circuit Clerk	1,237,737	-	-	-	1,237,737
311	Circuit Court	6,996,117	-	-	-	6,996,117
312	Circuit Attorney	5,533,806	2,685,132	205,926	-	8,424,864
313	Board of Jury Supervisors	1,418,572	-	-	-	1,418,572
314	Probate Court	88,950	-	-	-	88,950
315	Sheriff	7,478,042	-	-	-	7,478,042
316	City Courts	2,652,043	30,402	-	-	2,682,445
317	City Marshal	1,095,722	-	76,824	-	1,172,546
320	Probation and Juvenile Detention Center	14,468,960	-	-	-	14,468,960
321	Circuit Drug Court	290,770	-	-	-	290,770
	<b>Subtotal</b>	<b>41,260,719</b>	<b>2,715,534</b>	<b>282,750</b>	<b>-</b>	<b>44,259,003</b>
<b>COUNTY OFFICES</b>						
330	Tax Equalization Board	10,400	-	-	-	10,400
331	License Collector	-	5,815,000	-	-	5,815,000
333	Recorder of Deeds	2,224,483	-	-	-	2,224,483
334	Board of Election Commissioners	3,185,177	-	-	-	3,185,177
335	Medical Examiner	1,559,155	-	125,000	-	1,684,155
340	Treasurer	610,719	-	-	-	610,719
	<b>Subtotal</b>	<b>7,589,934</b>	<b>5,815,000</b>	<b>125,000</b>	<b>-</b>	<b>13,529,934</b>

**FY05 BUDGET - ALL FUNDS  
BY DEPARTMENT**

Department		General Fund	Special Funds Revenue	Grant	Enterprise Funds	Total Funds
<b>PUBLIC UTILITIES</b>						
401	Cable Communications	-	1,250,894	-	-	1,250,894
414	Soulard Market	241,030	-	-	-	241,030
415	Water Division	-	-	-	48,649,195	48,649,195
420	Airport Authority	-	-	-	130,254,276	130,254,276
	<b>Subtotal</b>	<b>241,030</b>	<b>1,250,894</b>	<b>-</b>	<b>178,903,471</b>	<b>180,395,395</b>
<b>STREETS</b>						
510	Director of Streets	994,880	-	-	-	4,366,699
	Lateral Sewer Fund	-	3,371,819	-	-	-
511	Traffic and Lighting	7,757,030	0	-	-	7,757,030
513	Auto Towing and Storage	1,635,988	-	-	-	1,635,988
514	Street Division	6,058,709	-	-	-	6,058,709
516	Refuse Division	12,854,738	-	1,463,073	-	14,317,811
520	Port Authority	-	3,388,000	-	-	3,388,000
	<b>Subtotal</b>	<b>29,301,345</b>	<b>6,759,819</b>	<b>1,463,073</b>	<b>-</b>	<b>37,524,237</b>
<b>PUBLIC SAFETY</b>						
610	Director of Public Safety	727,120	-	-	-	727,120
611	Fire Department	47,045,101	25,000	-	-	47,070,101
612	Firefighter's Retirement System	4,675,995	-	-	-	4,675,995
616	Excise Commissioner	331,674	-	-	-	331,674
620	Building Commissioner	7,064,655	4,750,832	6,222,641	-	18,038,128
622	Neighborhood Stabilization	1,795,290	-	2,673,724	-	4,469,014
632	Medium Security Institution	15,337,280	81,777	100,039	-	15,519,096
633	City Justice Center	13,931,452	-	-	-	13,931,452
650	Police Department	129,871,255	1,759,000	6,567,500	-	138,197,755
651	Police Retirement System	4,406,354	-	-	-	4,406,354
	<b>Subtotal</b>	<b>225,186,176</b>	<b>6,616,609</b>	<b>15,563,904</b>	<b>-</b>	<b>247,366,689</b>
<b>HEALTH AND HOSPITALS</b>						
700	Director, Health and Hospitals	-	828,462	636,111	-	1,464,573
710	Health Commissioner	-	1,193,174	-	-	1,193,174
711	Communicable Disease Control	-	1,758,704	8,581,492	-	10,340,196
713	Public Health Laboratory	-	572,713	-	-	572,713
714	Animal Regulation Center	-	933,723	33,884	-	967,607
715	Community Sanitation and Vector Control	-	1,704,267	1,308,187	-	3,012,454
716	Lead Poisoning Control	-	127,822	797,237	-	925,059
719	Immunization Service	-	613,169	1,300,677	-	1,913,846
720	Food Control	-	637,290	52,889	-	690,179
737	Health Care Trust Fund	-	-	5,000,000	-	5,000,000
	<b>Subtotal</b>	<b>0</b>	<b>8,369,324</b>	<b>17,710,477</b>	<b>-</b>	<b>26,079,801</b>
<b>HUMAN SERVICES</b>						
800	Director of Human Services	1,326,982	266,117	21,473,463	-	23,066,562
	<b>Subtotal</b>	<b>1,326,982</b>	<b>266,117</b>	<b>21,473,463</b>	<b>-</b>	<b>23,066,562</b>
<b>BOARD OF PUBLIC SERVICE</b>						
900	President, Board of Public Service	3,017,039	197,084	-	-	3,214,123
903	Facilities Management	8,783,701	-	-	-	8,783,701
910	Equipment Services Division	9,376,968	-	-	-	9,376,968
930	Soldier's Memorial	197,150	-	-	-	197,150
	<b>Subtotal</b>	<b>21,374,858</b>	<b>197,084</b>	<b>-</b>	<b>-</b>	<b>21,571,942</b>
<b>CAPITAL IMPROVEMENTS FUND</b>						
		-	34,794,490	-	-	34,794,490
<b>DEBT SERVICE FUND</b>						
		-	5,664,698	-	-	5,664,698
<b>TOTAL BUDGET</b>		<b>\$403,081,949</b>	<b>\$137,573,174</b>	<b>\$71,474,916</b>	<b>\$178,903,471</b>	<b>\$791,033,510</b>

**FY05 BUDGET SUMMARY BY FUND (in million \$)**

Sources and Uses	General Fund	Local Use Tax Fund	Tourism Fund	Convention & Sports Facility Trust Fund	Assessment Fund	1116 Special Funds	Communications Fund	Lateral Sewer Fund	Riverboat Gaming Fund	SLATE
<b>Projected Beginning Fund Balance</b>	\$11,300	\$6,589	\$0,155	\$0,000	\$0,486	\$5,314	\$0,421	\$2,747	\$0,699	n/a
<b>Revenues</b>										
Earnings Tax	121.850	--	--	--	--	--	--	--	--	--
Property Tax	45.997	--	--	--	1.100	--	--	--	--	--
Sales & Use Taxes	43.900	25.000	--	--	--	--	--	--	--	--
Motor Vehicle Sales Tax	3.500	--	--	--	--	--	--	--	--	--
Gasoline Tax	10.000	--	--	--	--	--	--	--	--	--
Payroll Tax	31.620	--	--	--	--	--	--	--	--	--
Franchise (Utilities) Taxes	50.274	--	--	--	--	--	1.600	2.700	--	--
Restaurant Taxes	2.100	--	4.128	--	--	--	--	--	--	--
3.5% Hotel Sales Tax	--	--	--	5.815	--	--	--	--	--	--
Other Taxes	0.250	--	--	--	--	--	--	--	--	--
License Fees	23.512	--	--	--	--	--	--	--	--	--
Enterprise Revenues	--	--	--	--	--	--	--	--	--	--
Grants / Other Intergovt. Revenues	3.600	--	--	--	1.136	--	--	--	5.150	8.308
Dept. User Fees, Fines & Other Rev.	41.906	--	--	--	0.098	10.758	--	--	0.020	--
Transfers In	24.618	--	--	--	1.259	0.600	--	--	--	--
Other Resources	0.000	--	--	--	--	--	--	0.150	--	--
<b>Total Sources of Fund:</b>	<b>\$403.127</b>	<b>\$25,000</b>	<b>\$4,128</b>	<b>\$5,815</b>	<b>\$3,593</b>	<b>\$11,358</b>	<b>\$1,600</b>	<b>\$2,850</b>	<b>\$5,170</b>	<b>\$8,308</b>
<b>Appropriation:</b>										
Personal Services	303.774	11.125	--	--	3.342	4.133	1.279	0.718	0.650	2.203
Materials & Supplies	15.229	0.600	--	--	0.035	0.678	0.049	0.007	0.010	0.056
Rental & Non Capital Leases	3.592	0.119	--	--	0.009	0.114	0.004	0.005	0.000	0.498
Non Capital Equipment	0.390	0.014	--	--	0.006	0.086	0.002	0.000	0.010	--
Capital Assets	1.922	0.017	--	--	0.000	0.063	0.015	0.042	0.000	0.000
Contractual & Other Services	53.848	16.067	0.185	--	0.597	5.033	0.091	2.385	0.055	5.551
Debt Service	23.068	0.005	--	--	--	1.400	--	--	--	--
Transfers Out :										
Capital Lease Payments	0.000	--	--	--	--	--	--	--	--	--
Other Transfers Out	1.259	--	3.915	5.815	--	0.250	0.142	--	4.175	--
<b>Total Uses of Funds</b>	<b>\$403.082</b>	<b>\$27,947</b>	<b>\$4,100</b>	<b>\$5,815</b>	<b>\$3,989</b>	<b>\$11,757</b>	<b>\$1,581</b>	<b>\$3,157</b>	<b>\$4,900</b>	<b>\$8,308</b>
<b>Projected Ending Fund Balance:</b>	<b>\$11,346</b>	<b>\$3,642</b>	<b>\$0,183</b>	<b>\$0,000</b>	<b>\$0,091</b>	<b>\$4,915</b>	<b>\$0,440</b>	<b>\$2,440</b>	<b>\$0,969</b>	<b>\$0,000</b>

nb: Fund balances exclude 27th pay reserves and other designated balances.

# FY05 BUDGET SUMMARY BY FUND (in million \$)

Sources and Uses	Community Development Agency *	1164-69 Grant Funds	Street Improvement Fund *	1217-22 Capital Improvement Funds	General Obligation Debt Service	Tax Incremental Financings	Water Division Enterprise Fund	Airport Enterprise Fund	Mail Services Internal Service Fund	Employees Health & Hosp. Funds
Projected Beginning Fund Balance	n/a	n/a	\$0.300	\$2.680	\$6.194	\$0.000	\$7.304	\$13.530	(\$0.151)	(\$6.115)
<b>Revenues</b>										
Earnings Tax	--	--	--	--	--	--	--	--	--	--
Property Tax	--	--	--	--	5.675	--	--	--	--	--
Sales & Use Taxes	--	--	--	17.270	--	--	--	--	--	--
Motor Vehicle Sales Tax	--	--	0.800	--	--	--	--	--	--	--
Gasoline Tax	--	--	--	0.600	--	--	--	--	--	--
Payroll Tax	--	--	--	--	--	--	--	--	--	--
Franchise (Utilities) Taxes	--	--	3.355	--	--	--	4.000	--	--	--
Restaurant Taxes	--	--	--	--	--	--	--	--	--	--
3.5% Hotel Sales Tax	--	--	--	--	--	--	--	--	--	--
Other Taxes	--	--	--	--	--	1.960	--	--	--	--
License Fees	--	--	--	--	--	--	--	--	--	--
Enterprise Revenues	--	--	--	--	--	--	40.593	153.196	--	--
Grants / Other Intergovt. Revenues	33.868	46.819	--	--	--	--	--	--	--	--
Dept. User Fees, Fines & Other Rev.	--	--	--	1.500	--	--	--	--	0.830	39.360
Transfers In	--	--	--	9.470	--	--	--	--	--	--
Other Resources	--	--	0.045	3.300	--	--	--	--	--	--
<b>Total Sources of Fund:</b>	<b>\$33.868</b>	<b>\$46.819</b>	<b>\$4.200</b>	<b>\$32.140</b>	<b>\$5.675</b>	<b>\$1.960</b>	<b>\$44.593</b>	<b>\$153.196</b>	<b>\$0.830</b>	<b>\$39.360</b>
<b>Appropriation:</b>										
Personal Services	4.623	14.548	--	0.618	--	0.118	20.039	35.385	0.261	0.482
Materials & Supplies	0.042	0.654	--	--	--	0.005	8.153	4.692	0.004	0.018
Rental & Non Capital Leases	0.496	0.100	--	--	--	--	0.305	0.243	--	0.003
Non Capital Equipment	0.025	0.100	--	15.676	--	--	0.181	0.468	--	0.012
Capital Assets	0.111	0.078	--	--	--	0.005	1.396	2.054	--	0.000
Contractual & Other Services	28.571	31.326	4.500	1.570	--	--	14.490	39.969	0.563	40.645
Debt Service	--	0.013	--	16.930	5.665	1.832	4.085	47.444	--	--
Transfers Out :										
Capital Lease Payments	--	--	--	--	--	--	--	--	--	--
Other Transfers Out	--	--	--	--	--	--	--	--	--	--
<b>Total Uses of Funds</b>	<b>\$33.868</b>	<b>\$46.819</b>	<b>\$4.500</b>	<b>\$34.794</b>	<b>\$5.665</b>	<b>\$1.960</b>	<b>\$48.649</b>	<b>\$130.255</b>	<b>\$0.828</b>	<b>\$41.160</b>
<b>Projected Ending Fund Balance</b>	<b>\$0.000</b>	<b>\$0.000</b>	<b>\$0.000</b>	<b>\$0.026</b>	<b>\$6.204</b>	<b>\$0.000</b>	<b>\$3.248</b>	<b>\$36.471</b>	<b>(\$0.149)</b>	<b>(\$7.915)</b>

nb: Fund balances exclude 27th pay reserves and other designated balances.

## SUMMARY AND OVERVIEW

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### FY2005 GENERAL FUND BUDGET

The FY2005 general fund budget is \$403.1 million, a decrease of 2% from that of FY2004. The allocation of these funds has been developed in such a way as to maintain existing services deemed important to constituents and properly fund all fixed obligations. The allocation scenario continues to place emphasis on Neighborhood Stabilization and Public Safety as its primary focus areas. Additionally, the budget accommodates all fixed obligations, including debt service costs, mandated costs imposed by state statutes, and contractual commitments. The budget also acknowledges a need to make contributions to the three City funded pension systems. The recommended contribution amounts, while not based on each systems' actuarially determined amounts, do serve to reduce the outstanding unfunded liability of each system. Remaining resources have been allocated across departments in a manner designed to encourage operational efficiencies in the delivery of services and to begin to put the City in a position to fund the necessary changes to the way certain services will be delivered in the future.

The general fund allocation for Police services is \$134.3 million and now consumes nearly a third of the entire budget. The allocated amount is based on an approved staffing level of 1,325 commissioned officers and sufficient recruit classes to maintain the authorized level. The allocated amount also includes a contribution to the Police Retirement System of \$4.4 million. In a move designed to contain the costs of servicing vehicles, the Metropolitan Police Department has accepted responsibility for providing maintenance on city sedans using its existing facilities and with minimal increases in staff. This allowed for the closing of one city owned garage resulting in immediate savings and future cost avoidance. The budget also includes \$47.3 million for Fire and Emergency Medical Services operations and a contribution of \$4.7 million to the Firefighters Retirement System. This amount is virtually unchanged from FY2004 and is deemed sufficient to continue the practice of operating 30 firehouses throughout the City.

In recent budget proposals, the City has implemented new programs aimed at enhancing the stability of its neighborhoods. In addition to responding to actual and



## SUMMARY AND OVERVIEW

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perceived problems related to public safety, new programs designed to improve the attractiveness of the neighborhoods were funded. These include a program to enhance street lighting in residential neighborhoods, the District Debris program to clean up and maintain vacant and abandoned property, and the Trash Task Force to reduce and ultimately eliminate illegal dumping. Each of these programs has met with initial success and funds to continue these efforts have been incorporated into the operating budget for FY2005.

Service delivery changes in addition to the aforementioned transfer of vehicle maintenance responsibility to the Police Department include a shift from the Division of Health to the Department of Public Safety, the task of identifying and resolving problems of high levels of lead based paint in residential housing units. In addition the Division of Health is expanding its collaboration efforts with other providers of public health services such as federally funded health clinics to ensure wider dispersal of treatment options for clinical services.

In the FY2005 budget, the practice of

allocating general fund revenues to finance and maintain public improvements is continued. This includes \$1.0 million to retire debt associated with the Kiel Center, \$5.0 million to retire debt on the Edward Jones Dome, and \$12.6 million for debt on the Convention Center. A reduction of \$0.8 million in the Convention Center debt service payment for FY2005 is the result of refinancing the existing debt. Aside from these debt service payments, \$1.0 million and \$2.0 million allocations are included to preserve the assets at the Edward Jones Dome & Convention Center respectively, with \$0.4 million of the Convention Center asset preservation amount dedicated to replacing the current lighting system. In addition, \$0.4 million is appropriated in the Traffic Division budget to repay a loan, the proceeds of which was used to purchase and install more energy efficient traffic signals.

Fixed increases accommodated in the FY2005 budget include the impact of the current pay plan for firefighters and police officers that will provide for salary adjustments based on years of service. No funds have been included in the budget for cost-of-living pay increases or merit raises for

## SUMMARY AND OVERVIEW

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other City employees in anticipation of a new pay plan. However, the proposed budget does provide funds for a 22% increase in employer provided health insurance. All increases in the budgets under authority of the Circuit Court are funded as a result of statutory requirements to leave unaltered any budget estimates submitted by the Circuit Court. Negotiations between the City and the Circuit Court are ongoing during the budget review process and can result in some reductions from the original request, allowing for the restoration of previously considered budget cuts in other areas.

The adopted budget increases are funded by increases in recurring revenues, decreases in some operating costs, proposed fee increases, and use of previously unappropriated fund balances. Non-recurring new revenue for operations included in the plan include the proceeds from sales taxes and fees previously earmarked for capital improvements. The aforementioned unappropriated fund balances refers to accumulated balances in certain special funds, as well as any excess in the general fund after setting aside a reserve equal to 5% of the general fund budget.

## SUMMARY AND OVERVIEW

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### Major changes in the FY2005 General Fund Budget include:

- \$1.1 million in additional salary savings due to elimination of merit pay increases in FY05
- \$2.4 million increase in allocation for health insurance costs for City employees.
- \$5.7 million in remaining justice center project funds for general fund portion of Justice Center Debt
- \$2.0 million in unappropriated capital revenues to pay general fund portion of Courthouse debt.
- \$2.0 million in staff reduction and other savings related to an operational review of Correctional Facilities
- \$1.0 million in savings in Fire Department overtime and salary costs due to staffing & scheduling initiatives
- \$1.5 million in estimated Health Division cost savings in effort to more effectively coordinate community health resources
- \$1.1 million increase in Board of Election for four city-wide elections
- \$1.7 million in revenue due to imposition of new alarm fee ordinance
- \$8.5 million increase in Convention Center debt after one-time refinancing reduction in FY04
- \$1.6 million in Metro Parks sales tax revenues allocated for park maintenance
- \$750,000 estimated increase in general fund parking revenues related to new parking violation collection initiative
- \$600,000 in estimated savings due to consolidation of ESD facility and sedan maintenance with Police Department garage
- In excess of \$250,000 in annual Street Department savings due to state assuming maintenance of certain City streets
- Net reduction of 271 general fund positions

## SUMMARY AND OVERVIEW

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### FY2005 GENERAL FUND REVENUES

Revenues available to support the budget for general operations are forecast at \$403.1 million. The recurring portions of these revenues are generated by a variety of sources, the most significant being taxes on employment. Other major revenue sources include taxes on property and retail sales, along with various business license fees and intergovernmental revenues from the State of Missouri. The remaining recurring general fund revenues are comprised of departmental receipts for services rendered and fines resulting from ordinance violations. One-time sources include revenues which have accumulated in special funds and are being transferred to the general fund to augment recurring sources and proceeds from the metro parks sales tax for capital improvements.

Employment based taxes, a category which includes the earnings tax, payroll expense tax, and the graduated business license fee provide the largest share of general fund revenues. In FY2005 this group is expected to provide 40% of all general fund revenues. The increase for this group is forecast at less than 1% over revised estimates

for FY2004. Of this group, the earnings tax applied to individual's earnings and business profits is the most significant and is forecast to generate \$121.9 million, a decrease of 1.0% from the FY2004 budget amount. The payroll expense tax, a function of total wages paid for work performed in the City, and the graduated business license fee, which is based on the number of full time equivalent workers in the City, are both key indicators of employment trends in the City. Together these two revenue sources are forecast to generate \$39.4 million in FY2005. As is the case with earnings tax, this estimate represents a decrease from the current budget amount.

Property tax revenues are forecast to increase by 4.6% to \$46.0 million based on the expectation that the assessed value of real estate will continue to increase. Retail sales taxes are expected to generate \$43.9 million, an amount that is 8.0% lower than the budget estimate for FY2004 and which reflects the continuing decline in retail economic activity. Franchise taxes, a category which includes a gross receipts tax on privately owned utility companies and the City-owned Airport and Water Division, should provide \$50.3 million, a 1.4% decrease from the current year's

## SUMMARY AND OVERVIEW

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revised estimate of \$51.0 million. While there are no rate increases incorporated into the forecast, the City will continue to benefit from an expansion of taxable services provided by telephone utilities. As in past years, the estimated receipts from the sale of both natural gas and electricity is based on existing rates and average usage, with extreme weather conditions being factored out.

Revenues from sources associated with the hospitality and entertainment industry are projected to produce approximately the same amount as called for in the FY2004 budget. As a group, these sources which include the amusement, restaurant, parking and hotel taxes are expected to provide \$22.9 million. In addition to the underlying growth in these sources, it is anticipated that the City will begin to realize net new benefits from the addition of over 1,000 new hotel rooms in the downtown area in the last 2 years. Intergovernmental revenue should be marginally higher due to increased capacity with the Justice Center completion providing additional space to house pre-trial inmates. Additionally, the City expects to receive approximately \$1.2 million from the U. S. Marshal's Office for housing federal prisoners

in the Justice Center.

Departmental user fees will increase by 9.5% mainly due to increased demand for building permits and inspections, along with increasing efficiency in collection activity. The following chart depicts the allocation of revenue sources supporting the general revenue budget for FY2005.

## SUMMARY AND OVERVIEW

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### **Earnings and Payroll Tax**

Employment based tax revenue, i.e. earnings and payroll taxes provide the largest share of the City's general revenue. Corporate downsizing and business closings have had a negative impact on the number of jobs in both the City proper and the metropolitan area. Earnings taxes are paid on both individual employee gross earnings and on net profits earned in the City by businesses. Payroll tax is a business tax applied to the wages paid to employees for work done in the City. Revised estimates for the current year project a decrease of 1.7 percent from actual receipts in FY2003. Earnings and payroll expense taxes in FY2005 are projected to provide \$121.9 and \$31.6 million, respectively. Together, these two sources account for nearly 40 percent of total general fund revenues and the estimated amount represents a growth factor of less than 1.0% over the current year.

### **Tourism and Amusement Tax**

Convention and tourism based revenues contributing to the general fund consists of a gross receipts tax on hotels and restaurants. In FY2005, hotel and restaurant gross receipts

taxes are expected to provide \$11.8 million, a decrease of 2.5 percent from the current year's budget amount of \$12.1 million. The expected decrease results mainly from lowered expectations of the impact provided by the addition of new hotel rooms in the downtown area. Amusement tax revenues which are a function of ticket prices to sporting events are expected to increase due to previously announced price hikes as well as growing popularity of the events. For FY2005, amusement taxes are forecast to provide \$8.4 million, an increase of approximately 1.0% over the current year's revised estimate.

### **Sales Tax**

Local sales tax revenues will account for approximately \$43.8 million based on the local tax rate of 1.375%. Sales tax revenues have consistently declined since the beginning of the recession in 2001. The original estimate for the current year called for an increase of 2.5 percent. That amount has since been revised reflect the continuing decrease in sales tax receipts. The FY2005 estimate presumes a further decrease of 2.1% on an annual basis from the revised FY2004

## SUMMARY AND OVERVIEW

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estimate.

### **Property Tax**

Property tax revenues, which will account for more than 10% of the general fund in FY2005 continue to provide an important piece of the general revenue pie. The forecast for next year recognizes the growth in the real estate assessments and the statutory prohibition against the realization of a revenue windfall resulting from reassessment of real property. Revenue from real property is allowed an increase limited to an accepted inflation index, plus any increases resulting from new construction. FY2005 revenues anticipate continued growth in the assessed value of real property and no significant change in personal property tax revenues.

### **Franchise Tax**

Revenues from franchise taxes are forecast at \$50.4 million. Because the majority of these revenues are based on the gross receipts of utility companies, they are to a great extent dependent on changes in weather patterns, and to a lesser extent on regulatory agency actions. An expected decline in revenues

from the airport based on reduced carrier revenues also serve to mitigate otherwise expected increases in this area.

### **License and Permits**

License and permit revenue is expected to increase from the current year's level, by approximately 3.5% with increases in gross receipts based licenses such as the ones levied on parking garages and sporting events. Building permit revenue is expected to be at least \$1.0 million higher due to increased activity and some identifiable special projects. Some of the increase will be offset by an expected decrease in revenue from the cigarette license tax. Others, such as liquor, graduated business, and automobile licenses are forecast to remain at the current year's level.

### **Intergovernmental Revenues.**

Revenues received from the State include the motor vehicle sales tax and a gasoline tax, both of which are imposed statewide and distributed to local jurisdictions based on a statutory or constitutional formula. The projection for FY2005 for both automobile

## SUMMARY AND OVERVIEW

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and gasoline tax revenues presumes no growth from the currently expected amounts. This category also includes state reimbursements for the cost of housing pre-trial inmates and placements of juvenile offenders. Because of increased capacity with the opening of the Justice Center, housing reimbursements are forecast to be higher, offsetting the decrease in other intergovernmental revenues



**CITY OF ST. LOUIS**  
**GENERAL FUND REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual FY03</b>	<b>Revised Estimate FY04</b>	<b>Projected Receipts FY05</b>	<b>Percent Change</b>
Earnings Tax	\$122,206,236	\$119,900,000	\$121,850,000	1.6%
Sales Taxes	46,280,903	44,830,000	43,900,000	-2.1%
Property Tax	42,457,071	43,969,000	45,997,000	4.6%
Payroll Expense Tax	31,890,987	31,620,000	31,620,000	0.0%
Franchise / Utility Taxes:				
Electricity	22,802,053	22,500,000	22,500,000	0.0%
Natural Gas	8,599,585	9,500,000	8,600,000	-9.5%
Telephone	10,995,060	10,400,000	10,400,000	0.0%
Water	3,674,820	3,700,000	3,900,000	5.4%
Airport	5,187,000	4,100,000	4,100,000	0.0%
All Other franchise fees	895,273	774,000	774,000	0.0%
Subtotal	52,153,791	50,974,000	50,274,000	-1.4%
Intergovernmental Revenues:				
Gasoline Tax	8,831,066	9,950,000	10,000,000	0.5%
Health Care Payments	3,311,016	3,400,000	3,161,000	-7.0%
Prisoner Housing Reimbursement	5,403,500	6,703,000	7,568,000	12.9%
Juvenile Detention Reimbursements	1,842,737	1,843,000	1,843,000	0.0%
Motor Vehicle Sales Tax	3,364,018	3,500,000	3,500,000	0.0%
Intangible Tax	165,275	200,000	250,000	25.0%
Subtotal	22,917,612	25,596,000	26,322,000	2.8%
Licenses:				
Graduated Business License	7,677,401	7,800,000	7,800,000	0.0%
Cigarette Occupational License	2,024,802	1,879,000	1,804,000	-4.0%
Sports and Amusement	7,419,131	8,312,000	8,370,000	0.7%
Automobile	1,348,274	1,375,000	1,375,000	0.0%
Parking Garages and Lots	2,521,166	2,600,000	2,700,000	3.8%
Other Licenses	1,162,713	899,000	1,463,000	62.7%
Subtotal	22,153,487	22,865,000	23,512,000	2.8%

**CITY OF ST. LOUIS  
GENERAL FUND REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual FY03</b>	<b>Revised Estimate FY04</b>	<b>Projected Receipts FY05</b>	<b>Percent Change</b>
Departmental Revenues:				
Fines and Forfeits	5,407,311	7,969,000	8,898,000	11.7%
Building and Occupancy Permits	3,717,313	5,698,000	6,563,000	15.2%
Departmental User Fees & Other	23,184,773	24,384,000	27,989,000	14.8%
Subtotal	32,309,397	38,051,000	43,450,000	14.2%
Convention and Tourism Taxes:				
Hotel / Motel Gross Receipts <sup>1</sup>	5,500,000	5,500,000	5,815,000	5.7%
Restaurant Gross Receipts - 1 cent <sup>1</sup>	3,587,375	3,925,000	3,915,000	-0.3%
Restaurant Gross Receipts - 1/2 cent	2,000,968	2,000,000	2,100,000	5.0%
Subtotal	11,088,343	11,425,000	11,830,000	3.5%
All other revenues and transfers	10,818,572	1,610,000	4,372,000	171.6%
Subtotal	10,818,572	1,610,000	4,372,000	171.6%
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$394,276,399</b>	<b>\$390,840,000</b>	<b>\$403,127,000</b>	<b>3.1%</b>

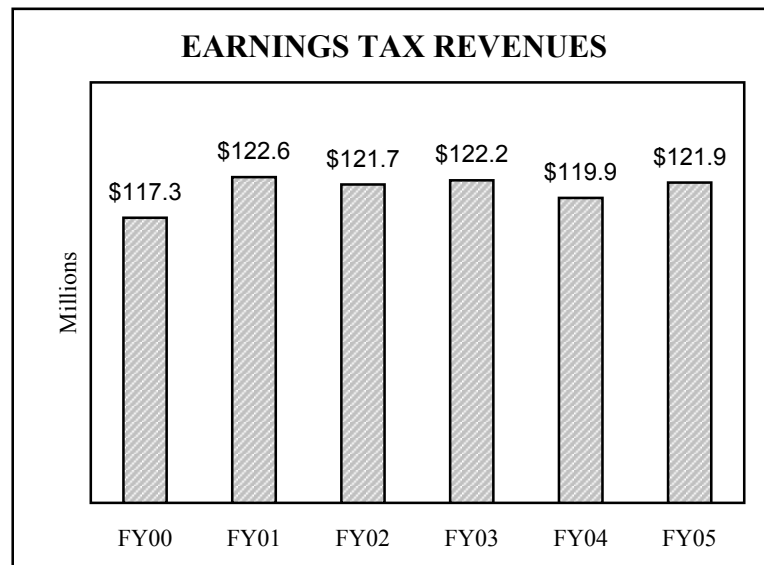
<sup>1</sup> Transfers from convention and sports facility trust fund and convention and tourism fund respectively

## EARNINGS TAX

### Definition

A one percent tax levied against employee gross compensation and business net profits.

The tax applies to all residents of the City of St. Louis regardless of where they work. It also applies to the earnings of non-residents who work within the city limits.



### Discussion

The city earnings tax is the most significant single source of general fund revenues, comprising approximately 30% of the total revenues. Receipts from individual taxpayers comprise about 85 percent of total earnings tax revenues, with businesses paying the remaining 15 percent. The Collector of Revenue is authorized by State law to retain a percentage of collections to pay for office operations. Funds not used for operations, including interest, are returned to the city.

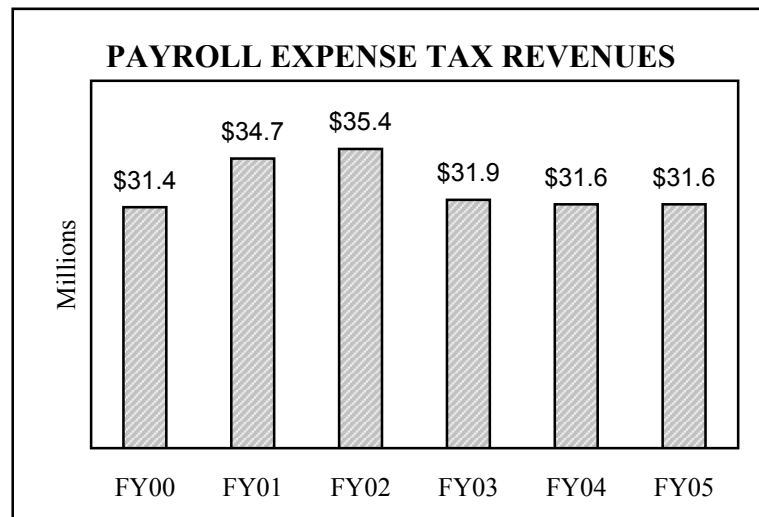
Following consecutive years of declining revenues that began in the 2002 fiscal year, revenues are forecast to exhibit minimal growth in FY05.

## PAYROLL EXPENSE TAX

### Definition

A tax of one-half of one percent of total compensation paid by a business to its employees for work performed in the City of St. Louis. Not-for-profit charitable or civic organizations are exempt from the payroll expense tax.

### Discussion



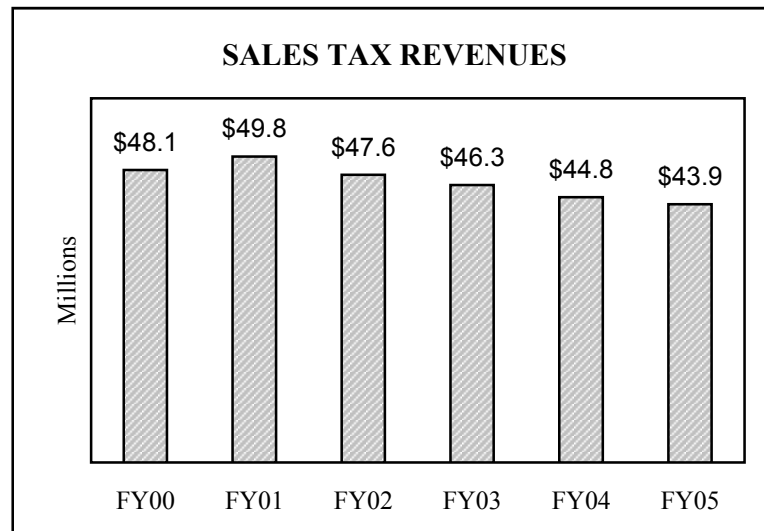
The payroll expense tax was implemented in 1988 as part of an overall tax reform package, the aim of which was to redesign the city revenue base to be more attuned to changes in the economy. Payroll expense tax receipts follow trends in earnings tax collections, but grows at a different rate, due to a somewhat different base and exemptions noted above. Revenues from this source which have declined from a peak in FY02 are expected to stabilize at the current years level

## SALES TAX

### Definition

A one and three-eighths percent tax levied on retail sales in the City of St. Louis. Sales tax is not levied on certain items, including motor fuels, prescription drugs, food purchased with food stamps, all sales by or to not for profit organizations and residential utility charges.

### Discussion



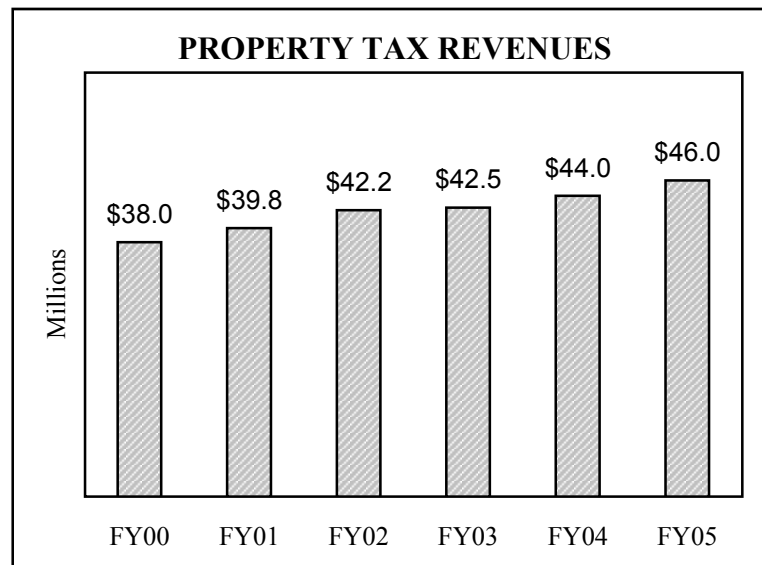
The chart above shows the collections history of the city's 1.375% local sales tax that is deposited into the City's general fund. Sales tax revenues have steadily declined over the last three years, and a continuation of that trend is expected in FY05.

Separate sales taxes not included in the above figures are the City's 0.5% (half cent) sales tax for capital improvement purposes (described in another section) as well as 0.5% and 0.25% sales taxes for transportation purposes that are allocated to the regional transit authority, a 0.10% regional parks sales tax and a 0.66% education sales tax which brings the total local sales tax rate in the city to 3.392%.

## REAL AND PERSONAL PROPERTY TAXES

### Definition

A tax levied on the assessed value of all real and personal property. The current tax rate is \$7.0865 per \$100 assessed value



### Discussion

Real and personal property tax revenues are distributed to the following taxing jurisdictions.

State	\$0.0300
Schools	4.1900
Community College	0.2312
Library	0.5446
Zoo, Museum, Garden District	0.2260
Sewer District	0.0690
Sheltered Workshop	0.1459
Community Mental Health	0.0875
City - General Purposes	1.4110
City - Public Debt	0.1513
<b>TOTAL</b>	<b>\$7.0865</b>

Taxes are levied on all real and personal property owned as of January 1 in each year. Tax bills are normally mailed in November and payment is due by December 31, after which taxes become delinquent. Assessment ratios are 19% for residential property, 32% for commercial property, and 12% for agricultural real estate. Personal property is assessed at 33.3% of the appraised market value.

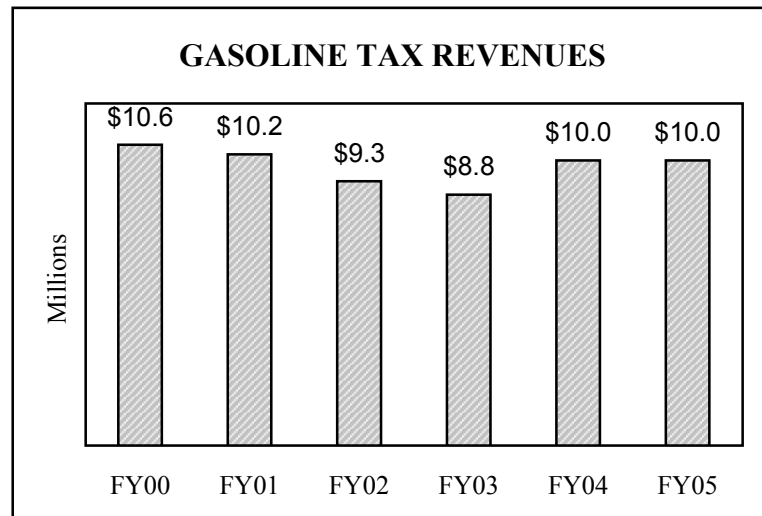
In addition to the rate shown, commercial real property is taxed at a rate of \$1.64 per \$100 assessed valuation, as a replacement for the Manufacturer's Inventory tax

Property tax revenues to the general fund are projected to grow 4.6% in FY05.

## GASOLINE TAX

### Definition

A per unit tax levied on the sale of motor fuel purchased statewide. The gasoline tax is levied by the state and remitted monthly to local jurisdictions based on the proportionate share of the total population.



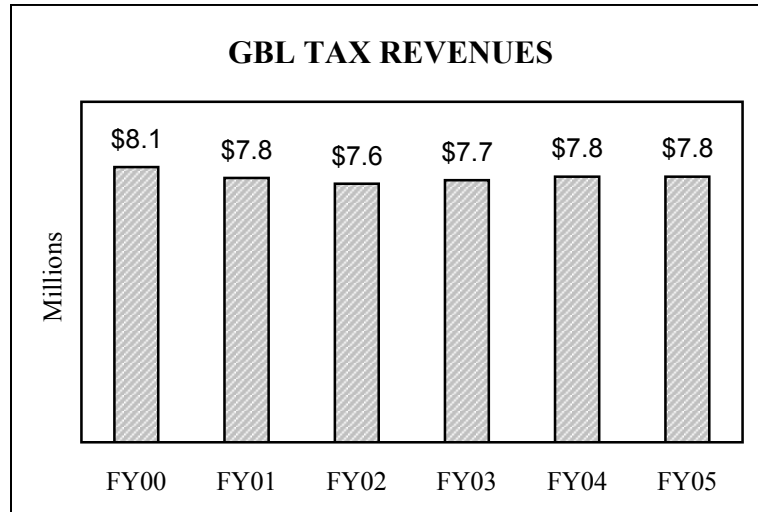
### Discussion

The gasoline tax rate imposed by the State of Missouri is \$0.17 per gallon. The City receives distributions from the state both for its status as a city and a county. The formula for distribution for these revenues is based on the jurisdiction's population as a percentage of all jurisdictions. As a result of the 2000 census, the City has seen a decline in its share of gasoline tax revenue distributions beginning in FY02. Amounts depicted in the chart above represent the city's allocation based on its status as a city and are deposited to the general fund to offset the cost of maintaining streets and highways. An additional \$0.6 million is received based on the city's status as a county and is deposited to the capital fund to offset the cost of road and bridge projects.

## GRADUATED BUSINESS LICENSE TAX

### Definition

A flat rate tax on businesses based on the number of persons a business employs within the city limits. The tax rate ranges from \$150 for employers with two or fewer employees to \$25,000 for employers with more than five hundred employees.



### Discussion

The graduated business license tax and provides a consistent source of revenue of just under \$8.0 million per year. As indicated by the chart above, the level of employment activity has remained relatively constant. Taxes are based on the following schedule.

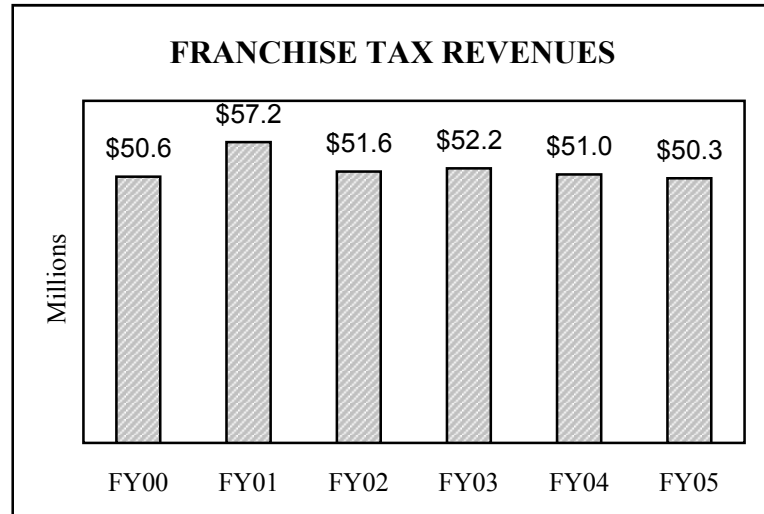
Number of Employees	GBL Tax
501 or more	\$25,000
401-500	\$23,000
301-400	\$20,000
201-300	\$17,000
151-200	\$13,500
101-150	\$10,000
76-100	\$7,500
51-75	\$5,000
41-50	\$3,000
31-40	\$2,000
21-30	\$1,500
11-20	\$1,000
6-10	\$500
3-5	\$250
2 or fewer	\$150



## FRANCHISE TAX

### Definition

A tax on the gross receipts of utility companies operating within the city, including sales of electricity, natural gas, telephone services, water and steam, and on the gross receipts of the Airport.



### Discussion

The tax rate for companies supplying natural gas and electricity is 10% of the gross receipts from their commercial customers and 4% of the gross receipts from residential customers. Companies supplying telephone service, steam and water are taxed at 10% of their gross receipts from all customers. The taxes are passed on to the ultimate consumers.

The tax on natural gas and electricity account for about two-thirds of all franchise tax revenue. Rate changes for supplying natural gas, electricity, and telephone service are subject to approval by the Missouri Public Service Commission. In FY01, increases in the cost of natural gas resulted in significantly higher revenues from natural gas taxes. Revenues in subsequent years reflect a return to more normal usage and rates.

**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY03</b>	<b>Revised Estimate FY04</b>	<b>Projected Receipts FY05</b>	<b>Percent Change</b>
<b>SPECIAL FUND REVENUES:</b>				
Local Use Tax Fund	\$24,350,581	\$25,100,000	\$25,000,000	-0.4%
Fund Balance	0	0	2,925,000	
	24,350,581	25,100,000	27,925,000	11.3%
Convention and Tourism Fund				
Restaurant Gross Receipts Tax (1%)	3,963,109	4,080,000	4,128,000	1.2%
Fund Balance	0	0	0	
	3,963,109	4,080,000	4,128,000	1.2%
Convention and Sports Facility Fund				
Hotel and Motel Sales Tax (3.5%)	5,207,520	5,700,000	5,815,000	2.0%
Fund Balance	292,480	0	0	
	5,500,000	5,700,000	5,815,000	2.0%
Assessment Fund				
Real Estate Tax	1,160,057	1,100,000	1,100,000	0.0%
State Reimbursements	1,235,410	672,000	1,136,000	69.0%
Other	86,521	98,600	98,600	0.0%
General Fund Subsidy	1,929,000	2,050,000	1,259,000	-38.6%
Fund Balance	0	0	395,000	
	4,410,988	3,920,600	3,988,600	1.7%
Miscellaneous Special 1116 Funds				
Forest Park Fund	678,264	800,000	915,000	14.4%
Child Support Unit	834,172	1,650,000	1,700,000	3.0%
Street Excavation Fund	287,500	250,000	275,000	10.0%
Port Authority (incl. gaming lease)	3,057,470	3,213,036	3,388,000	5.4%
Building Commissioner - Lead Remediation	862,491	1,205,000	1,840,000	52.7%
Building Commissioner - Bldg. Demolition	985,503	1,205,000	1,840,000	52.7%
Police Officer Training Fund	76,332	80,000	80,000	0.0%
Communicable Disease - Immunization Fund	225,349	225,000	225,000	0.0%
Health Division - Other Special Revenue	104,770	200,000	200,000	0.0%
Special Health Care Fund	192,377	0	0	n/a
Battered Persons Shelter Fund	146,794	150,000	150,000	0.0%
BPS Special Project Funds	0	0	200,000	n/a
Other Special Revenue Funds	133,987	199,000	525,200	163.9%
Fund Balances	0	0	20,000	

**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY03</b>	<b>Revised Estimate FY04</b>	<b>Projected Receipts FY05</b>	<b>Percent Change</b>
	7,585,009	9,177,036	11,358,200	23.8%
Communications Fund				
Cable Television Gross Receipts Tax	1,727,951	1,560,000	1,600,000	2.6%
Fund Balance	0	0	0	
	1,727,951	1,560,000	1,600,000	2.6%
Lateral Sewer Fund				
Tax receipts and interest	2,808,868	2,850,000	2,850,000	0.0%
Fund Balance	0	550,000	325,000	-40.9%
	2,808,868	3,400,000	3,175,000	-6.6%
Riverfront Gaming Revenues (excl. Port lease)				
Adjusted Gross Receipts Tax (@ 2%)	1,484,565	1,450,000	1,450,000	0.0%
Admissions Tax (@ \$1)	3,871,485	3,700,000	3,700,000	0.0%
Interest	6,597	10,000	20,000	
Fund Balance	0	0	0	
	5,362,647	5,160,000	5,170,000	0.2%
Government Grant Fund Revenues				
St. Louis Agency on Training & Employment	7,291,159	7,980,000	8,308,000	4.1%
Police Department Grants	5,429,609	8,625,000	6,415,000	-25.6%
Community Development (admin. portion)	3,870,060	5,940,000	5,924,000	-0.3%
Other Government Grants	28,005,831	42,254,000	40,872,000	-3.3%
	44,596,659	64,799,000	61,519,000	-5.1%
Capital Improvements Funds				
1/2 Cent Sales Tax	16,805,459	16,300,000	15,700,000	-3.7%
Metro Parks Sales Tax	1,541,428	1,530,000	0	-100.0%
Gasoline Tax	1,450,000	600,000	600,000	0.0%
Previous Year Surpluses / Balances	6,298,000	80,000	2,680,000	3250.0%
Income From Sale Of City Assets	179,834	550,000	3,300,000	500.0%
Transfers from General and Other Funds	9,245,000	12,500,000	9,470,000	-24.2%
Courthouse Restoration Funds	1,675,000	1,700,000	1,500,000	-11.8%
Capital Grants	2,500,000	393,015	0	-100.0%
Interest Earnings	358,178	0	0	
	40,052,899	33,653,015	33,250,000	-1.2%
Debt Service Fund				
Property Taxes	6,005,490	5,700,000	5,675,000	-0.4%
	6,005,490	5,700,000	5,675,000	-0.4%

**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY03</b>	<b>Revised Estimate FY04</b>	<b>Projected Receipts FY05</b>	<b>Percent Change</b>
Tax Increment Financing	4,807,787	2,013,000	1,960,000	-2.6%
Trustee Lease Fund - Interest & DSR Earnings	1,734,907	682,000	143,000	-79.0%
Mail Services Internal Service Fund	541,387	951,000	830,000	-12.7%
Employee Benefits Funds	29,460,304	34,535,000	39,360,000	14.0%
Fund Balance	4,000,000	2,100,000	1,800,000	n/a
	33,460,304	36,635,000	41,160,000	12.4%
<b>Subtotal Special Fund Revenues</b>	<b>186,908,586</b>	<b>202,530,651</b>	<b>207,696,800</b>	<b>2.6%</b>
<b>ENTERPRISE FUND REVENUES:</b>				
Water Division				
Net Sales of Water	36,711,521	35,920,000	37,950,000	5.7%
Gross Receipts Tax	3,674,820	4,000,000	4,000,000	0.0%
All Other Income	2,414,477	2,558,300	2,643,300	3.3%
	42,800,818	42,478,300	44,593,300	5.0%
Lambert St. Louis Airport				
Landing Fees	47,330,000	48,852,000	52,375,000	7.2%
Rents	42,728,000	49,551,000	40,220,000	-18.8%
Utilities and Charges	2,010,000	2,059,000	1,765,000	-14.3%
Concessions	28,595,000	24,718,000	20,670,000	-16.4%
Interest	7,636,000	7,460,000	6,899,000	-7.5%
Parking and Miscellaneous	12,480,000	12,474,000	12,501,000	0.2%
Pledged PFC Revenues	18,766,310	18,766,000	18,766,000	0.0%
LOI Grant Receipts	12,006,000	0	0	
	171,551,310	163,880,000	153,196,000	-6.5%
<b>Subtotal Enterprise Funds</b>	<b>214,352,128</b>	<b>206,358,300</b>	<b>197,789,300</b>	<b>-4.2%</b>
<b>Total Special and Enterprise Revenues</b>	<b>\$401,260,714</b>	<b>\$408,888,951</b>	<b>\$405,486,100</b>	<b>-0.8%</b>

**Revenues Appropriated Separately:**

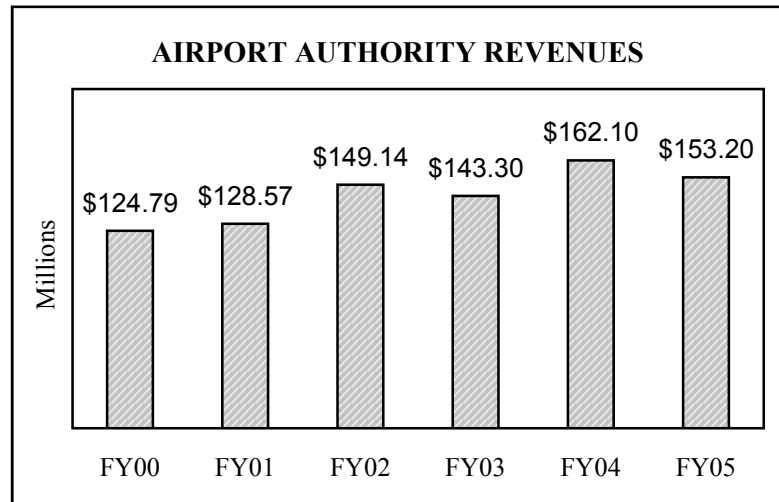
**CITY OF ST. LOUIS**  
**SPECIAL AND OTHER FUNDS REVENUE ESTIMATE**

<b>Revenue Category</b>	<b>Actual Receipts FY03</b>	<b>Revised Estimate FY04</b>	<b>Projected Receipts FY05</b>	<b>Percent Change</b>
Street Improvement Fund				
Motor Vehicle Sales Tax	905,280	850,000	850,000	0.0%
Franchise (Utility) Taxes	3,499,425	3,361,000	3,365,000	0.1%
Fund Balance	0	0	300,000	n/a
	4,404,705	4,211,000	4,515,000	7.2%
Community Dev. Block Grants / Housing Grants (excluding admin. listed above)	44,120,658	29,555,000	27,944,000	-5.5%
Parking Division				
Meter Division Revenues	5,145,310	5,500,000	5,500,000	0.0%
Parking Facility Revenues	5,441,521	4,800,000	5,985,000	24.7%
	10,586,831	10,300,000	11,485,000	11.5%
Transportation Funds				
Transportation 1/2 Cent Sales Tax	16,833,719	19,082,000	19,082,000	0.0%
MetroLink 1/4 Cent Sales Tax	8,627,177	9,541,000	9,541,000	0.0%
	25,460,896	28,623,000	28,623,000	0.0%
<b>Total All Special and Other Fund Revenues</b>	<b>\$485,833,804</b>	<b>\$481,577,951</b>	<b>\$478,053,100</b>	<b>-0.7%</b>

## AIRPORT AUTHORITY (Lambert-St. Louis International Airport)

### Definition

Airport revenue comes from Signatory Airline Fees, Concession Revenues, Interest Income and Parking fees, in addition to funds provided by the Federal Aviation Administration.



### Discussion

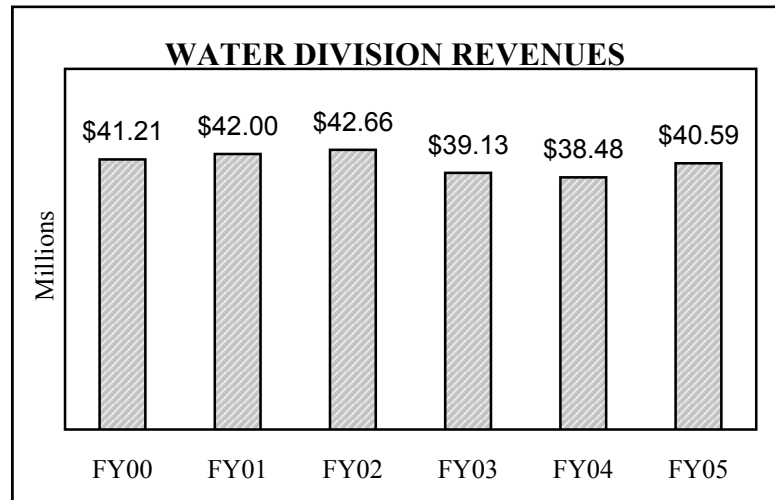
Lambert - St. Louis International Airport receives just over half of its operating revenues from signatory airlines in the form of landing fees and terminal rents. Signatory airlines are those airlines serving the Airport who have signed use agreements and include: American, America West, Continental, Delta, Frontier, Northwest, USAir, Southwest, Trans States and United. The Airport also receives revenues from concessions that operate on Airport property. Concession fees include revenues from the following activities: food & beverage sales, giftshops, coin devices, ground transportation, public parking, car rentals, space rental, in-flight catering and other concession revenues. Other revenues include non-signatory airline fees, cargo, hangar, tenant improvement surcharges, employee lot, gain on sale of investments and other miscellaneous revenues.

## WATER DIVISION

### Definition

Water Division revenues include sales of water to residential and commercial customers and to other jurisdictions, along with miscellaneous charges for service.

### Discussion

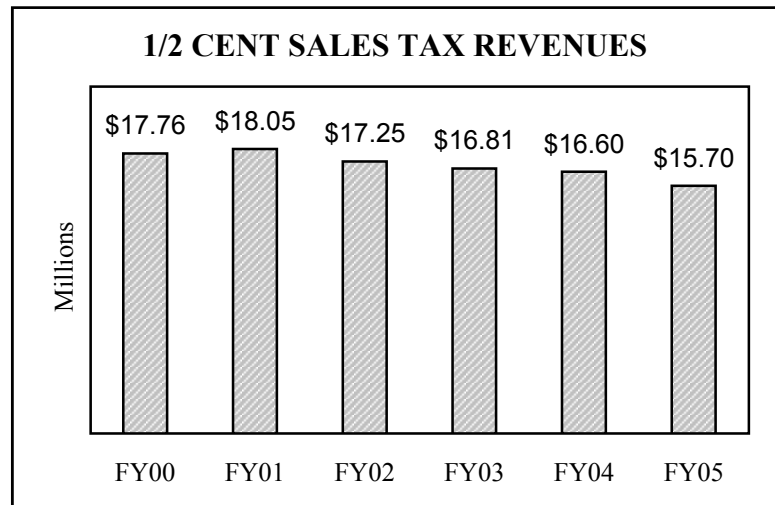


Revenues from net sales of Water include sales to flat-rate and metered customers and sales to other governmental jurisdictions. While the number of metered and unmetered customers has decreased reflecting the city's population decline, increases in the sales to other governmental jurisdictions has offset some of the decrease. The other miscellaneous income is mostly revenue from services the Water Division performs, such as repairing damaged fire hydrants or tapping water lines for new buildings and interest income from investments.

## 1/2 CENT CAPITAL SALES TAX

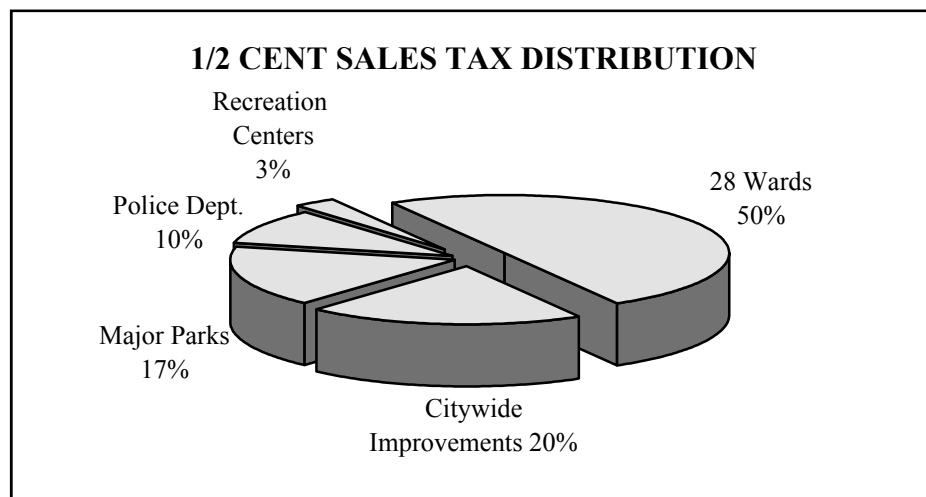
### Definition

A one half percent tax levied on retail sales in the City of St. Louis is dedicated to Capital expenditures. The sales tax is not levied on certain items, including motor fuels, prescription drugs, food purchased with food stamps, all sales by or to not for profit organizations and residential utility charges.



### Discussion

City voters approved the 1/2 cent sales tax for capital improvements in August, 1993. Projected revenue for FY05 is projected to total \$15.7 million. The City ordinance authorizing the 1/2 cent sales tax included a formula for allocating the proceeds among various capital spending areas. This allocation is illustrated in the pie chart below:





## RIVERFRONT GAMING

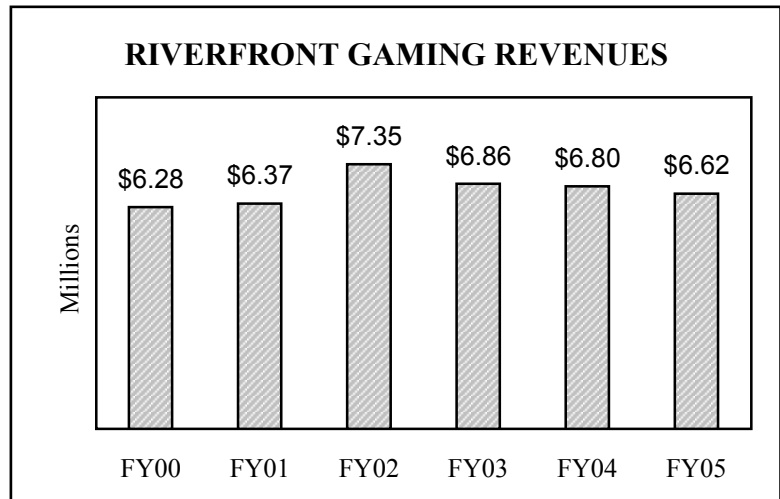
### Definition

Riverfront Gaming revenues come primarily from three sources:

1) the local share of the state gaming tax, 2) the local share of the state admissions tax, and 3) the lease agreement with the City Port Authority

### Discussion

Riverboat gaming on the St. Louis riverfront began in May, 1994 with the opening of President Casino's Admiral riverboat. The State of Missouri imposes a 20% tax on the adjusted gross receipts (AGR) of riverboat gambling facilities as well as a \$2 head tax on the number of admissions. By state statute, the City receives a 10% share of the state tax or 2% of AGR. The City is also entitled to one-half the state admission fee or \$1 per admission. The City receives an additional 2% of AGR through a lease between the riverboat operator and the City's Port Authority. Relocation to a more convenient location on the riverfront along with less restrictive boarding rules have allowed the city's only gaming facility to maintain a viable market share in the face of larger and newer competition in the metropolitan area.



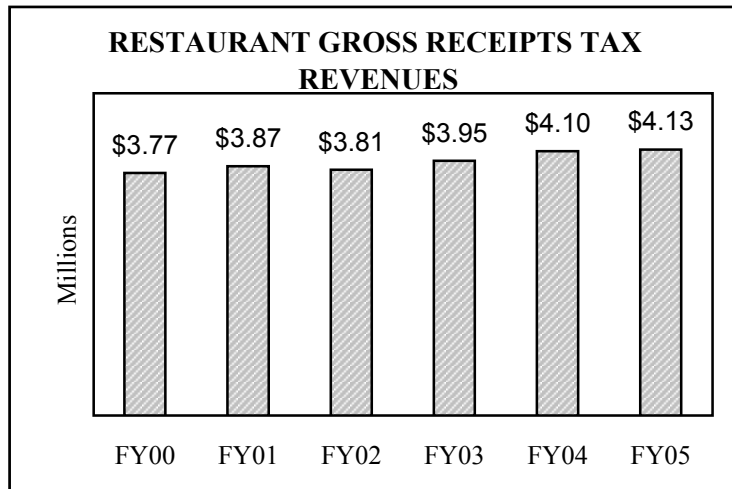
## RESTAURANT GROSS RECEIPTS TAX

### Definition

A 1% tax levied on the gross receipts of restaurants, excluding the sale of alcoholic beverages.

### Discussion

The 1% restaurant gross receipts tax serves as the source of revenue to the City's Convention and Tourism Fund. The fund was established to foster and promote the City's convention and tourism industry. Revenues from this source together with hotel tax receipts from the Convention and Sports Facility Fund are used to offset debt service payments on the Convention Center.



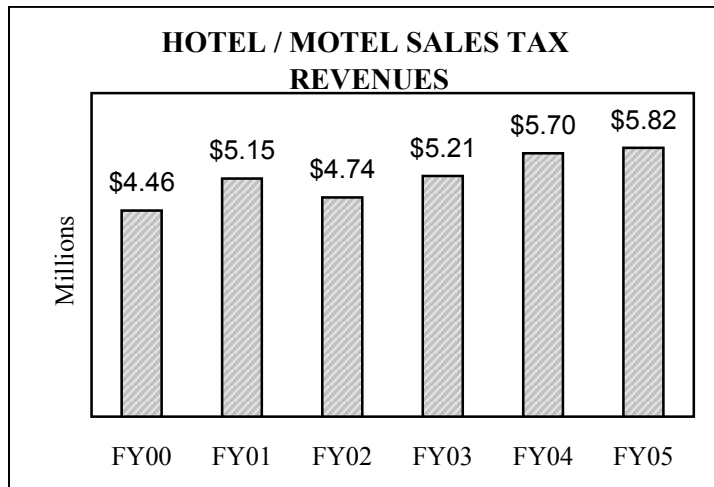
## HOTEL / MOTEL SALES TAX

### Definition

A 3.5% tax levied on the price of a hotel room.

### Discussion

The change from a flat amount per occupied room to a gross receipts based tax has provided the opportunity for this source of revenue to grow with inflationary increases in the cost of a hotel room. Hotel Tax receipts have exhibited consistent growth with the addition of hotel developments in the downtown area. Proceeds from this tax are deposited into a Convention and Sports Facility trust fund and together with restaurant tax revenues are used to offset debt payments on the convention center.



# **GENERAL GOVERNMENT**

# GENERAL GOVERNMENT

Board of Aldermen

Mayor's Office

St. Louis Agency on  
Training & Employment  
(SLATE)

Department of Personnel

Register

- Hiring and Retention
- Motivation and Morale
- Training and Development
- Employee Safety
- Employee Benefits

Information Technology  
Services Agency

City Counselor

Budget Division

- Budget and Fiscal Analyses
- Grants Office

- Administration
- Litigation
- Corporate and Fiscal Affairs
- Workers' Compensation
- Economic Development and Real Estate
- Problem Properties

Civil Rights Enforcement  
Agency  
(CREA)

Community Development  
Administration

Planning and Urban Design

Affordable Housing  
Commission

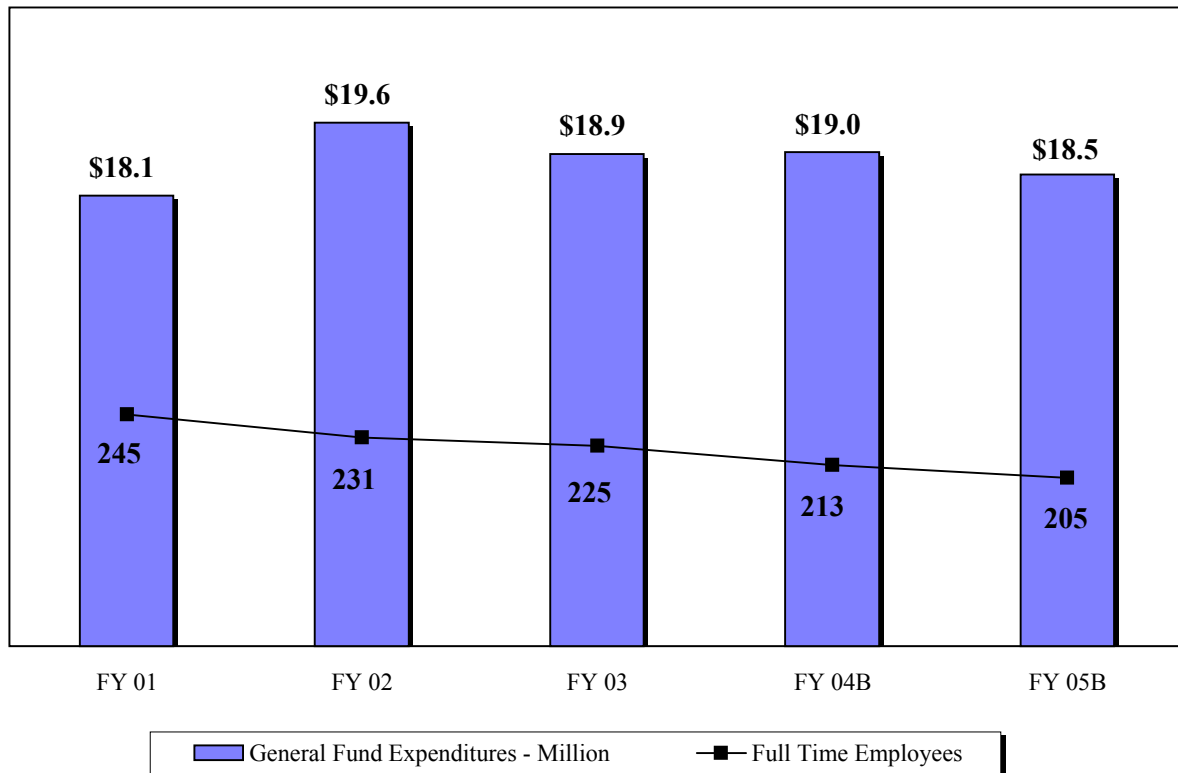
# GENERAL GOVERNMENT

Budget By Division	Actual FY03	Budget FY04	Budget FY05
110 Board of Aldermen	2,247,125	2,327,745	2,309,550
120 Mayor's Office	2,061,667	1,982,977	1,832,018
121 St. Louis Agency on Training & Emp.	0	0	0
123 Department of Personnel	3,063,500	2,798,777	2,780,323
124 Register	142,880	144,379	149,472
126 Civil Rights Enforcement Agency	423,821	436,559	393,737
127 Information Technology Services Agency	1,356,486	4,841,548	4,697,631
137 Budget Division	3,727,738	701,617	642,891
139 City Counselor	5,901,959	5,729,532	5,685,813
<b>Total General Fund</b>	<b>\$18,925,176</b>	<b>\$18,963,134</b>	<b>\$18,491,435</b>
141 Planning and Urban Design	1,849,039	1,740,904	1,570,000
142 Community Development Administration	3,742,739	3,095,336	3,084,693
143 Affordable Housing Commission	867,979	12,164,230	7,498,661
Grant and Other Funds	35,094,613	45,796,568	50,469,662
<b>Total Department All Funds</b>	<b>\$60,479,546</b>	<b>\$81,760,172</b>	<b>\$81,114,451</b>

Personnel By Division	Actual FY03	Budget FY04	Budget FY05
110 Board of Aldermen	45.0	45.0	45.0
120 Mayor's Office	25.5	21.5	22.5
121 St. Louis Agency on Training & Emp.	0.0	0.0	0.0
123 Department of Personnel	43.8	38.8	37.8
124 Register	3.0	3.0	3.0
126 Civil Rights Enforcement Agency	7.0	6.0	5.0
127 Information Technology Services Agency	44.0	47.0	41.0
137 Budget Division	8.0	7.0	7.0
139 City Counselor	49.0	45.0	44.0
<b>Total General Fund</b>	<b>225.3</b>	<b>213.3</b>	<b>205.3</b>
141 Planning and Urban Design	28.0	23.0	22.0
142 Community Development Administration	60.0	48.0	42.0
143 Affordable Housing Commission	4.0	4.0	4.0
Grant and Other Funds	61.7	63.7	63.7
<b>Total Department All Funds</b>	<b>379.0</b>	<b>352.0</b>	<b>337.0</b>

# GENERAL GOVERNMENT

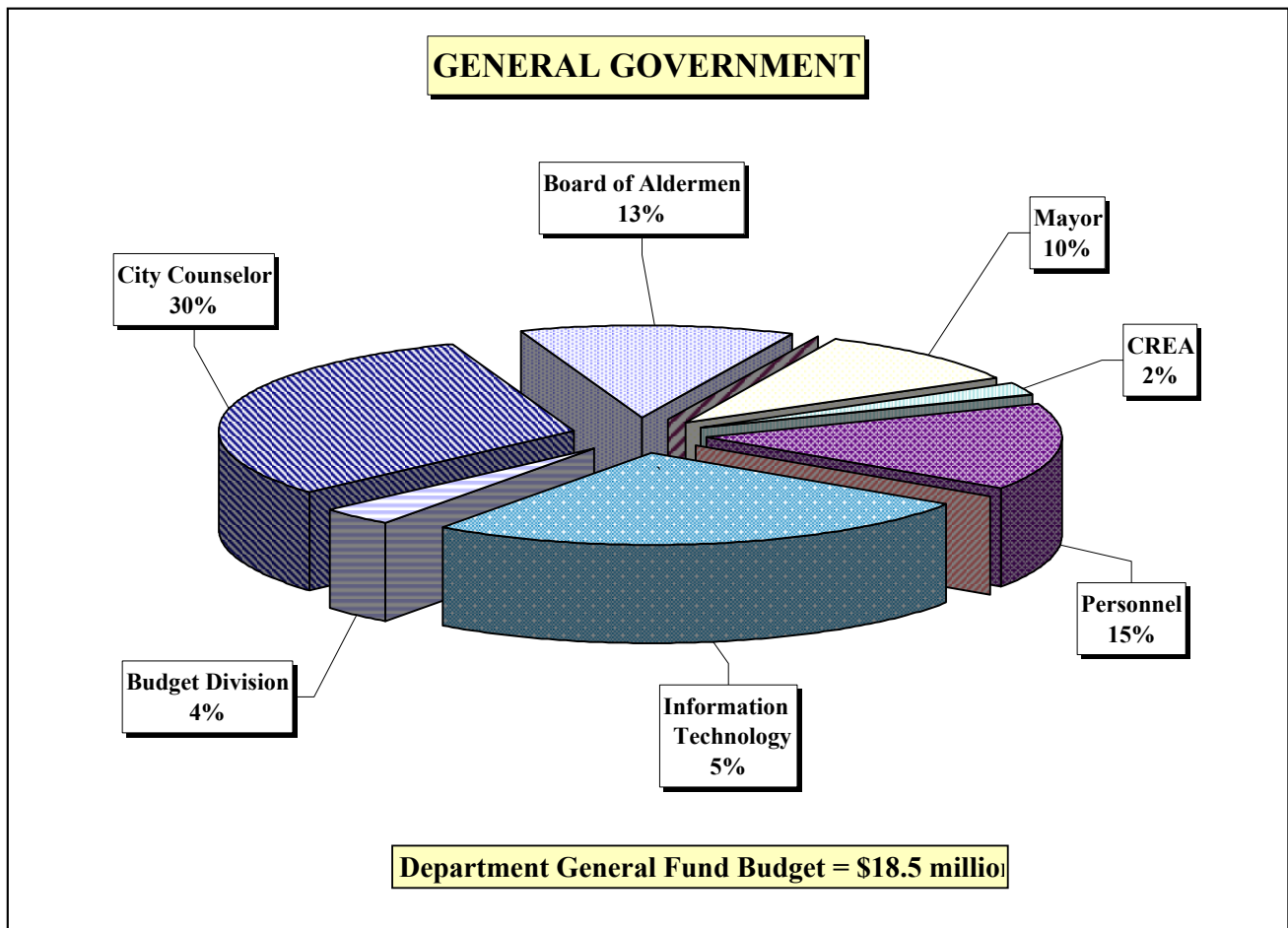
## GENERAL GOVERNMENT



## Major Goals & Highlights

- o Implement new pay and health insurance plans for City employees
- o Monitor over 2,300 behavioral nuisance properties and over 500 structural problem properties through the problem properties unit of the City Counselor's Office
- o Enforce participation in Housing Court by actively pursuing defendants who have warrants issued against them
- o Target a 5% reduction in the number of on-the-job accidents and lost days due to accidents
- o Establish SLATE sponsored youth computer camps
- o Continue to maintain processing time for Civil Rights Enforcement cases that are lower than the national average

# GENERAL GOVERNMENT



## Major Goals & Highlights

- o Provide \$7.5 mil. in Local Use Tax funds for Affordable Housing Commission program funding
- o ITSA to adopt regional approach to corrections information systems needs to save nearly \$500,000 in database project deployment costs
- o Enhance public access capability of viewing ordinances at Register's office
- o ITSA to implement conversion of older mainframe database to new DB2 database and reduce future support costs



<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 110 Board of Aldermen</b>	

### **Mission & Services**

The Board of Aldermen, the legislative body of the City of St. Louis, is comprised of 28 members representing the City's 28 wards and a board president, who is elected citywide. The Board of Aldermen is responsible for the approval and enactment of ordinances, the review of policy matters and the review and passage of the annual budget. The President of the Board of Aldermen is one of three members of the City's Board of Estimate and Apportionment.

### **FY05 Highlights**

City-wide municipal primary and general elections for aldermen from odd numbered wards will take place in March and April, 2005.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	2,045,237	2,108,715	2,100,570
Materials and Supplies	36,986	48,350	48,000
Equipment, Lease & Assets	26,718	29,800	29,500
Contractual and Other Services	138,184	140,880	131,480
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,247,125</b>	<b>\$2,327,745</b>	<b>\$2,309,550</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$2,247,125</b>	<b>\$2,327,745</b>	<b>\$2,309,550</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	45.0	45.0	45.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>45.0</b>	<b>45.0</b>	<b>45.0</b>
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<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 120 Mayor's Office</b>	

### **Mission & Services**

As the Chief Executive Officer of the City, the Mayor's primary responsibilities include policy formulation and executive direction and coordination of the activities of City Departments and agencies. The Mayor serves as chair of the three member Board of Estimate and Apportionment.

### **FY05 Highlights**

The Mayor's office budget will continue to reduce operating costs by seeking outside funding sources to supplement a portion of a position and utilizing furlough days for management employees.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	1,856,140	1,747,177	1,602,218
Materials and Supplies	22,900	24,700	24,700
Equipment, Lease & Assets	14,397	24,900	24,900
Contractual and Other Services	168,230	186,200	180,200
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,061,667</b>	<b>\$1,982,977</b>	<b>\$1,832,018</b>
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Grant and Other Funds	\$55,000	\$67,045	\$54,214
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<b>Total Budget All Funds</b>	<b>\$2,116,667</b>	<b>\$2,037,977</b>	<b>\$1,886,232</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	25.5	21.5	22.5
Other	0.5	0.5	0.5

<b>Total</b>	<b>26.0</b>	<b>22.0</b>	<b>23.0</b>
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<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 121 St. Louis Agency on Training and Employment (SLATE)</b>	

### **Mission & Services**

The mission of SLATE is to provide leadership and promote collaboration among public and private partners to develop a quality workforce that meets the economic and labor market needs of the St. Louis region. The St. Louis Agency on Training and Employment (SLATE) administers and operates the Workforce Investment Act, which is a Federal Program designed to aid in the employment and training of unemployed and underemployed workers.

### **FY05 Highlights**

In FY05, SLATE will seek to increase the number of employer contacts by 10% and job placements by 15%. SLATE will also plan for the establishment of youth computer camps and a quarterly employer newsletter.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o % of Adult clients entering emplmt	71%	80%	82%
o % of dislocated wrkr entering emplmt	76%	78%	80%
o % of older youth entering emplmt	60%	62%	63%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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Grant and Other Funds	\$260,982	\$7,936,958	\$8,261,843
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<b>Total Budget All Funds</b>	<b>\$260,982</b>	<b>\$7,936,958</b>	<b>\$8,261,843</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	0.0	0.0	0.0
Other	36.0	38.0	38.0
<b>Total</b>	<b>36.0</b>	<b>38.0</b>	<b>38.0</b>

<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 123 Department of Personnel</b>	

### **Mission & Services**

The Department of Personnel's mission is to provide a well-qualified, diverse workforce and support management's efforts to serve the Citizens of St. Louis through progressive human resource programs based on merit and equal employment opportunity principles. The Department of Personnel is charged with the task of hiring, training, and maintaining a City workforce of over 5,200 employees. Programs under this division are structured to emphasize five major aspects of human resource management: hiring and retention, motivation and morale, training and development, safety, and employee benefits.

### **FY05 Highlights**

In FY05, the Department of Personnel will be implementing a new pay plan as well as a new employee health benefits program.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	2,728,942	2,400,877	2,386,923
Materials and Supplies	20,736	33,500	29,000
Equipment, Lease & Assets	11,858	30,400	30,400
Contractual and Other Services	301,964	334,000	334,000
Debt Service and Special Charges	0	0	0
	0	0	0
<b>Total General Fund</b>	<b>\$3,063,500</b>	<b>\$2,798,777</b>	<b>\$2,780,323</b>
Grant and Other Funds	\$34,401,937	\$36,633,047	\$41,159,516
<b>Total Budget All Funds</b>	<b>\$37,465,437</b>	<b>\$39,431,824</b>	<b>\$43,939,839</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	43.8	38.8	37.8
Other	12.2	12.2	10.2
<b>Total</b>	<b>56.0</b>	<b>51.0</b>	<b>48.0</b>

<b>Department:</b>	<b>General Government</b>	<b>Program Budget</b>
<b>Division:</b>	<b>123 Department of Personnel</b>	
<b>Program:</b>	<b>01 Employee Hiring and Retention</b>	

### **Mission & Services**

This program combines the activities of the Recruitment and Examination section and the Personnel Services and Classification and Compensation functions of the Department's Compensation/Employee Relations Division. Duties include the recruiting function, the development and administration of over 250 examinations, analysis of City staffing patterns, etc. Recruiting strategies are driven by the division's Workforce planning efforts and are aimed at generating candidates for some 700 different job classes required by City government.

### **FY05 Highlights**

In FY05, the recruitment section anticipates conducting a number of exams specifically in the area of public safety area (e.g. firefighter recruits, airport police, etc..)

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,543,269	1,357,742	1,372,405
Materials and Supplies	9,488	15,329	13,270
Equipment, Lease & Assets	6,280	16,101	16,101
Contractual and Other Services	126,147	139,531	139,531
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,685,184</b>	<b>\$1,528,702</b>	<b>\$1,541,306</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,685,184</b>	<b>\$1,528,702</b>	<b>\$1,541,306</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	21.8	21.8	21.8
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>21.8</b>	<b>21.8</b>	<b>21.8</b>

<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 123 Department of Personnel</b>	
<b>Program: 02 Employee Motivation and Morale</b>	

### **Mission & Services**

This program includes those departmental efforts to inform, raise consciousness, improve morale and work to process appeals and grievances, monitor and control the drug testing program, and otherwise measure the various indicators of City Service performance.

### **FY05 Highlights**

It is anticipated that the Department will be implementing the provisions of a new pay plan in FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	722,323	635,488	618,054
Materials and Supplies	6,049	9,772	8,459
Equipment, Lease & Assets	3,536	9,065	9,065
Contractual and Other Services	84,524	93,491	93,491
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$816,432</b>	<b>\$747,816</b>	<b>\$729,069</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$816,432</b>	<b>\$747,816</b>	<b>\$729,069</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	12.0	7.0	6.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>12.0</b>	<b>7.0</b>	<b>6.0</b>

<b>Department:</b>	<b>General Government</b>	<b>Program Budget</b>
<b>Division:</b>	<b>123 Department of Personnel</b>	
<b>Program:</b>	<b>03 Employee Training and Development</b>	

### **Mission & Services**

The Employee Development section is responsible for most of the employee and supervisory training conducted for city employees and is the focal point for most of the organizational development efforts of the Personnel Department. This section coordinates or conducts employee and supervisory training across a wide range of topics including a mandatory core curriculum.

### **FY05 Highlights**

In FY05, Employee Development will continue its mandatory and optional training programs, assist departments in conducting training needs surveys and continue to offer computer lab courses and the Training Opportunity Program.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Total training hours	8,601	11,970	12,000
o Computer training hours	1,098	1,630	1,600
o % of Depts. Cmplt. training survey	N/A	N/A	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	281,093	247,301	240,516
Materials and Supplies	2,933	4,738	4,102
Equipment, Lease & Assets	2,042	5,235	5,235
Contractual and Other Services	77,804	86,058	86,058
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$363,872</b>	<b>\$343,332</b>	<b>\$335,911</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$363,872</b>	<b>\$343,332</b>	<b>\$335,911</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	5.0	5.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 123 Department of Personnel</b>	
<b>Program: 04 Employee Safety</b>	

### **Mission & Services**

The Department of Personnel, through the Safety Manager monitors safety status for City operations, provides technical assistance to safety personnel within each operating department, and orders and distributes personal protective equipment to City workers.

### **FY05 Highlights**

In FY05, Employee Safety will continue tracking the number and severity of on-the-job accidents so as to identify potential problem areas, improve the overall safety of City employees and reduce workers' compensation costs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Administer safety program			
- accidents	905	826	785
- lost days	3,478	4,436	4,215
- lost salary expenses	257,252	239,019	227,068

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	182,257	160,347	155,948
Materials and Supplies	2,266	3,661	3,169
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	13,489	14,920	14,920
Debt Service and Special Charges	0		0

<b>Total General Fund</b>	<b>\$198,012</b>	<b>\$178,928</b>	<b>\$174,037</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$198,012</b>	<b>\$178,928</b>	<b>\$174,037</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	5.0	5.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>



<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 123 Department of Personnel</b>	
<b>Program: 05 Employee Benefits</b>	

### **Mission & Services**

The Employee Benefits Section of the Department of Personnel administers and monitors the various benefit programs available to City employees. This includes the various health insurance plan options as well as life insurance and other optional and supplemental insurance plans.

### **FY05 Highlights**

Following a competitive proposal process this past fiscal year, in FY05 Employee Benefits will be administering a new health insurance plan in FY05. Efforts will also continue to provide wellness programs and related efforts to improve the overall health care and well being of City employees.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	434,610	425,109	482,089
Materials and Supplies	1,634	15,700	18,000
Equipment, Lease & Assets	0	12,000	14,940
Contractual and Other Services	33,965,693	36,180,238	40,644,487
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Grant and Other Funds</b>	<b>\$34,401,937</b>	<b>\$36,633,047</b>	<b>\$41,159,516</b>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$34,401,937</b>	<b>\$36,633,047</b>	<b>\$41,159,516</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	12.2	12.2	10.2
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>12.2</b>	<b>12.2</b>	<b>10.2</b>

<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 124 Register</b>	

### **Mission & Services**

The Register's Office primary charge is to ensure that official City records are retained and made available to both City agencies and the general public. The Register records, signs, numbers, seals, and stores approximately 4,000 City bonds, contracts and other documents and about 300 City ordinances per year. The Register provides 2,300 copies of ordinances and documents for distribution and purchasing to both City agencies and the general public. This office also provides and proofs material for the City Journal and mails out copies of the Journal to 350 subscribers.

### **FY05 Highlights**

The Register will seek to improve public access to City ordinances by allowing the public to view ordinances through electronic media with option of purchasing documents.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Process and record ordinances	271	300	300
o Distribute City Journals	23,400	23,500	23,500
o Provide information requested by customers in < 5 minutes	95%	95%	95%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	127,767	126,479	129,272
Materials and Supplies	6,546	10,000	15,000
Equipment, Lease & Assets	8,074	6,200	200
Contractual and Other Services	493	1,700	5,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$142,880</b>	<b>\$144,379</b>	<b>\$149,472</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$142,880</b>	<b>\$144,379</b>	<b>\$149,472</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	3.0	3.0	3.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 126 Civil Rights Enforcement Agency</b>	

### **Mission & Services**

The Civil Rights Enforcement Agency (CREA) investigates alleged violations of the laws governing discrimination in housing, employment, bias crimes, and public accommodations. The agency has been successful in reducing the age of its active inventory of cases through the conducting of timely and quality investigations in all areas covered by City ordinance.

### **FY05 Highlights**

CREA continues to offer a variety of services to a number of local organizations including: The World's Affairs Council, The National Conference, St. Louis 2004, the U.S. Dept. of Housing and Urban Development, the Equal Employment Opportunity Commission and the Metropolitan St. Louis Multicultural Task Force. CREA will also maintain its on-going tenant/landlord dispute resolution process.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	361,268	349,809	310,987
Materials and Supplies	7,480	15,700	15,700
Equipment, Lease & Assets	45,800	49,800	45,800
Contractual and Other Services	9,273	21,250	21,250
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$423,821</b>	<b>\$436,559</b>	<b>\$393,737</b>
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Grant and Other Funds	\$0	\$62,699	\$63,649
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<b>Total Budget All Funds</b>	<b>\$423,821</b>	<b>\$499,258</b>	<b>\$457,386</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	7.0	6.0	5.0
Other	1.0	1.0	1.0
<b>Total</b>	<b>8.0</b>	<b>7.0</b>	<b>6.0</b>

<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 127 Information Technology Services Agency (ITSA)</b>	

### **Mission & Services**

Previously a part of the Budget Division, the Information Technology Services Agency was created in FY03 as a restructuring of the City's Information Services. Its mission is to provide mainframe and personal computer network support and programming as well as web site development and maintenance for City departments and agencies.

### **FY05 Highlights**

In FY05, ITSA will implement a database conversion initiative to convert the mainframe database from the older TOTAL database to the modern DB2 relational database. This conversion will afford ITSA future savings in mainframe database and applications support costs. ITSA will also be working with the Police Department, Div. of Corrections and REJIS to develop a regional approach with St. Louis County Corrections to implement a correctional database management system, IJMS2 starting in the later part of 2004.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	834,845	2,765,394	2,776,131
Materials and Supplies	27,539	145,250	66,000
Equipment, Lease & Assets	0	270,000	410,000
Contractual and Other Services	494,102	1,660,904	1,445,500
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,356,486</b>	<b>\$4,841,548</b>	<b>\$4,697,631</b>
Grant and Other Funds	\$2,182	\$318,816	\$133,037
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,358,668</b>	<b>\$5,160,364</b>	<b>\$4,830,668</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	44.0	47.0	41.0
Other	0.0	0.0	2.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>44.0</b>	<b>47.0</b>	<b>43.0</b>

<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 137 Budget Division</b>	

### **Mission & Services**

The Budget Division serves under the Board of Estimate and Apportionment and is responsible for the development and monitoring of the City's annual budget and operating plan. It also includes a grants office for assisting departments in identifying grant funding possibilities and application processes.

### **FY05 Highlights**

During the FY05 budget preparation process the budget division utilized the new computer based budget entry data base, which was maintained by ITSA. In the future the database should allow the budget process to be less cumbersome to departments.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	2,357,403	565,317	559,041
Materials and Supplies	81,267	8,000	5,500
Equipment, Lease & Assets	0	0	1,700
Contractual and Other Services	1,289,068	128,300	76,650
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$3,727,738</b>	<b>\$701,617</b>	<b>\$642,891</b>
Grant and Other Funds	\$197,185	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$3,924,923</b>	<b>\$701,617</b>	<b>\$642,891</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	8.0	7.0	7.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>8.0</b>	<b>7.0</b>	<b>7.0</b>

<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 137 Budget Division</b>	
<b>Program: 01 Budget and Fiscal Analyses</b>	

### **Mission & Services**

Through this program the Budget Division prepares and monitors the City's annual budget and operating plan. This involves working closely with operating departments in identifying budgetary requirements and new service initiatives as well as finding potential revenues and operating efficiencies to maximize the services made available from City revenues. Throughout the year, the Budget Division performs various projects including fiscal analyses in preparation for bond issues, revenue and expenditure trend analyses and long term financial outlooks.

### **FY05 Highlights**

Much emphasis in FY05 will be placed on budget strategies to address the growth in major cost centers such as pensions as well as potential demands on revenue through FY06 and beyond.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	307,179	466,561	454,162
Materials and Supplies	1,211	6,700	4,600
Equipment, Lease & Assets	0	0	1,500
Contractual and Other Services	18,071	128,100	76,650
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$326,461</b>	<b>\$601,361</b>	<b>\$536,912</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$326,461</b>	<b>\$601,361</b>	<b>\$536,912</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	6.0	5.0	5.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>6.0</b>	<b>5.0</b>	<b>5.0</b>

<b>Department:</b>	<b>General Government</b>	<b>Program Budget</b>
<b>Division:</b>	<b>137 Budget Division</b>	
<b>Program:</b>	<b>02 Information Technology Application Support</b>	

### **Mission & Services**

Information Systems Application Support was consolidated into Dept. 127 Information Technology Services Agency.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	298,768	0	0
Materials and Supplies	5,089	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	6,886	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$310,743</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$310,743</b>	<b>\$0</b>	<b>\$0</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Department:</b> General Government	<b>Program Budget</b>
<b>Division:</b> 137 Budget Division	
<b>Program:</b> 03 Information Technology Operational Support	

### **Mission & Services**

Information Systems Application Support was consolidated into Dept. 127 Information Technology Services Agency.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	880,795	0	0
Materials and Supplies	74,150	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,263,809	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$2,218,754</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$2,218,754</b>	<b>\$0</b>	<b>\$0</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 137 Budget Division</b>	
<b>Program: 04 Information Technology Systems Development</b>	

### **Mission & Services**

Information Systems Application Support was consolidated into Dept. 127 Information Technology Services Agency.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	801,243	0	0
Materials and Supplies	613	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	168	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$802,024</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	\$197,185	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$999,209</b>	<b>\$0</b>	<b>\$0</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 137 Budget Division</b>	
<b>Program: 05 Grants Office</b>	

### **Mission & Services**

The Budget Division Grant's office serves as a citywide clearinghouse and networking mechanism for the City of St. Louis' grants activities and source of information concerning federal, state and private funding. The office provides the necessary tools that will enable the City of St. Louis to function successfully in a grants environment. The office provides technical assistance and training in the development, submission and negotiation of the grant application process.

### **FY05 Highlights**

In FY05, the Grants Office will seek opportunities to increase public safety funding to enhance homeland security issues and the work of public safety departments such as the Fire Department and will continue to identify funding sources for assisting in the eradication of childhood lead poisoning in the City.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	69,418	98,756	104,879
Materials and Supplies	204	1,300	900
Equipment, Lease & Assets	0	0	200
Contractual and Other Services	134	200	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$69,756</b>	<b>\$100,256</b>	<b>\$105,979</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$69,756</b>	<b>\$100,256</b>	<b>\$105,979</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	2.0	2.0	2.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>

**Department: General Government**  
**Division: 139 City Counselor**

**Division Budget**

**Mission & Services**

The City Counselor is the director and representative in all legal matters involving the City. Through the various programs under this office, the City Counselor directs the management of all litigation in which the City is a party, including service in the City Courts; represents the City in all legal matters and proceedings and advises the Board of Aldermen, the mayor, department heads, and all other officers of the City as to all legal questions affecting the City's interests.

**FY05 Highlights**

In FY05, overall attorney staffing will be reduced by one attorney position.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	3,659,111	3,400,584	3,445,465
Materials and Supplies	74,384	73,500	73,500
Equipment, Lease & Assets	14,414	15,200	15,200
Contractual and Other Services	2,154,050	2,240,248	2,151,648
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$5,901,959</b>	<b>\$5,729,532</b>	<b>\$5,685,813</b>
Grant and Other Funds	\$177,327	\$778,003	\$797,403
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$6,079,286</b>	<b>\$6,507,535</b>	<b>\$6,483,216</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	49.0	45.0	44.0
Other	12.0	12.0	12.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>61.0</b>	<b>57.0</b>	<b>56.0</b>

<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 139 City Counselor</b>	
<b>Program: 01 Administration</b>	

### **Mission & Services**

The City Counselor's Office administrative program supports the City Counselor's Office and provides overall legal direction for the City. Administrative personnel are responsible for tracking budget expenditures, maintaining records for billable hours, accounts payable and receivable, vouchering, and providing general employee development and computer systems management.

### **FY05 Highlights**

No budget changes are anticipated for the administrative program in FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	579,316	587,892	585,058
Materials and Supplies	3,542	3,500	3,500
Equipment, Lease & Assets	8,250	8,700	8,700
Contractual and Other Services	51,983	50,160	50,160
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$643,091</b>	<b>\$650,252</b>	<b>\$647,418</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$643,091</b>	<b>\$650,252</b>	<b>\$647,418</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	10.0	11.0	11.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>10.0</b>	<b>11.0</b>	<b>11.0</b>

<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 139 City Counselor</b>	
<b>Program: 02 Litigation</b>	

### **Mission & Services**

Under the Litigation program, the City Counselor represents the City in all litigation including damage suits, workers' compensation, medical malpractice, and appellate court and equity matters. It also handles the prosecution of cases in the City Courts and processes all claims presented against the City of St. Louis. Each fiscal year, the City contributes to its own insurance fund known as the Public Facilities Protection Corporation or PFPC.

### **FY05 Highlights**

In FY05, the contribution to PFPC will remain at \$2.0 million. In the 18 month period ending in December 2003, Municipal prosecutions filed 122,037 new traffic related cases and 15,210 new non-traffic cases. Through January of this year, 1,228 civil litigation claims were filed.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,884,850	1,793,625	1,760,000
Materials and Supplies	37,445	37,000	37,000
Equipment, Lease & Assets	6,069	6,400	6,400
Contractual and Other Services	2,069,121	2,155,762	2,066,212
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$3,997,485</b>	<b>\$3,992,787</b>	<b>\$3,869,612</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$3,997,485</b>	<b>\$3,992,787</b>	<b>\$3,869,612</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	25.0	22.0	22.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>25.0</b>	<b>22.0</b>	<b>22.0</b>

<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 139 City Counselor</b>	
<b>Program: 03 Corporate and Fiscal Affairs</b>	

### **Mission & Services**

Corporate and Fiscal Affairs represents the Board of Estimate and Apportionment and is responsible for all legal aspects of the financial transactions of the City. It also represents the Comptroller's office in all major fiscal matters, supervises contract review and represents City operated development agencies.

### **FY05 Highlights**

In FY05, Corporate Affairs will complete remaining legal work related to the closure of Truman Restorative Center as well as contracts for sale of several other City properties.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,060,412	879,951	957,348
Materials and Supplies	33,397	33,000	33,000
Equipment, Lease & Assets	95	100	100
Contractual and Other Services	32,946	34,326	35,276
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,126,850</b>	<b>\$947,377</b>	<b>\$1,025,724</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,126,850</b>	<b>\$947,377</b>	<b>\$1,025,724</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	12.0	10.0	9.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>12.0</b>	<b>10.0</b>	<b>9.0</b>

<b>Department: General Government</b>	<b>Program Budget</b>
<b>Division: 139 City Counselor</b>	
<b>Program: 04 Worker's Compensation</b>	

### **Mission & Services**

Under this program, the City Counselor's Office reviews payments, payroll accounts, and medical statements associated with workers' compensation claims. Payments for workers' compensation medical and settlement payments are included in Department 190 City-Wide Accounts. The program averages over 1,700 new files a year.

### **FY05 Highlights**

The personnel under this program provide legal representation on the files and dispose of them as appropriate. They also handle all clerical and overall management aspects of the program. In FY05, a total of \$5.8 million has been budgeted in a City-Wide account to address workers' compensation costs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	134,533	139,116	143,059
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$134,533</b>	<b>\$139,116</b>	<b>\$143,059</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$134,533</b>	<b>\$139,116</b>	<b>\$143,059</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	2.0	2.0	2.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>

<b>Department:</b>	<b>General Government</b>	<b>Program Budget</b>
<b>Division:</b>	<b>139 City Counselor</b>	
<b>Program:</b>	<b>05 Problem Properties</b>	

### **Mission & Services**

The problem properties unit is a block grant funded program where the mission is to aggressively enforce building, environmental, health and nuisance laws in order to promote public safety and to recover special tax bills when City services are provided to problem properties. The unit identifies and locates owners of problem properties, seeks to evict nuisance tenants and have properties condemned through an administrative process and pursues liens on properties.

### **FY05 Highlights**

In FY05, the Problem Properties Unit will continue to enforce participation in Housing court by actively pursuing defendants with outstanding warrants, seek to expedite process for prosecuting nuisance properties and attempt to recover costs expended by City in abating problem properties.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Behavioral properties monitored	2,312	2,493	2,330
o Cease and desist letters issued	432	371	440
o Structural properties under review	539	447	510
o Special tax bill liens authorized	211	252	190

<b>Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	0	290,773	308,881
Materials and Supplies	0	2,700	2,700
Equipment, Lease & Assets	0	6,400	6,400
Contractual and Other Services	0	16,000	16,000
Debt Service and Special Charges	0	0	0

<b>Grant and Other Funds</b>	<b>\$177,327</b>	<b>\$315,873</b>	<b>\$333,981</b>
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Total General Fund	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$177,327</b>	<b>\$315,873</b>	<b>\$333,981</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	5.0	5.0	5.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>



<b>Department:</b>	<b>General Government</b>	<b>Program Budget</b>
<b>Division:</b>	<b>139 City Counselor</b>	
<b>Program:</b>	<b>06 Economic Development &amp; Real Estate</b>	

### **Mission & Services**

As part of the effort to reorganize the St. Louis Development Corporation, all legal representation of that agency was consolidated with the City Counselor's Office. Although the Economic Development section remains under the City Counselor's purview, it is funded through community development block grant funds.

### **FY05 Highlights**

In FY05, this section will strive to meet the increased need for legal assistance related to the increased level of economic development activity in the City.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Grant and Other Funds	<b>\$0</b>	<b>\$462,130</b>	<b>\$463,422</b>
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$462,130</b>	<b>\$463,422</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	7.0	7.0	7.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 141 Planning and Urban Design</b>	

### **Mission & Services**

The Planning & Urban Design Agency (PDA) provides vision and direction for the enhancement of the quality of life and economic vitality of the City. Planning and Urban Design is funded through the Community Development Block Grant. PDA staffs the Planning Commission and prepares city-wide comprehensive and neighborhood plans, oversees the preservation of cultural resources and provides the research, graphics and design standards associated with such plans.

### **FY05 Highlights**

In FY05, PDA anticipates implementation of a new land use plan, 3 new commercial district enhancement projects and the implementation of several new database improvements / conversions. PDA also will start work on a new zoning code and anticipates discussions with the Board of Education on emerging neighborhoods initiative.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,510,430	1,502,604	1,376,690
Materials and Supplies	1,751	16,000	5,500
Equipment, Lease & Assets	206,122	164,800	171,000
Contractual and Other Services	130,736	57,500	16,810
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>CDBG Funds</b>	<b>\$1,849,039</b>	<b>\$1,740,904</b>	<b>\$1,570,000</b>
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,849,039</b>	<b>\$1,740,904</b>	<b>\$1,570,000</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	28.0	23.0	22.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>28.0</b>	<b>23.0</b>	<b>22.0</b>

<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 142 Community Development Administration</b>	

### **Mission & Services**

The Community Development Administration's primary goal is to promote neighborhood growth and/or stabilization through federal funds administered by the US, Department of Housing and Urban Development (HUD). CDA's objective is to provide a variety of housing programs that work to create and/or maintain affordable housing while strengthening and stabilizing City neighborhoods. Three major initiatives as well as administration are undertaken in accomplishing these goals -- housing development, home repair and home buyer assistance programs.

### **FY05 Highlights**

CDA will provide through funding on a competitive basis loans for acquisition financing and development of 300 primarily low-moderate income housing units throughout the City.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	2,965,223	2,511,720	2,415,378
Materials and Supplies	18,318	9,596	5,720
Equipment, Lease & Assets	592,994	431,613	430,898
Contractual and Other Services	166,204	142,407	232,697
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>CDBG Funds</b>	<b>\$3,742,739</b>	<b>\$3,095,336</b>	<b>\$3,084,693</b>
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$3,742,739</b>	<b>\$3,095,336</b>	<b>\$3,084,693</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	60.0	48.0	42.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>60.0</b>	<b>48.0</b>	<b>42.0</b>

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<b>Department: General Government</b>	<b>Division Budget</b>
<b>Division: 143 Affordable Housing Commission</b>	

### **Mission & Services**

The Affordable Housing Commission was created upon voter approval of the local use tax in 2001. With funding from local use tax proceeds, the Commission is charged with recommending actions and establishing programs to improve the quantity and quality of affordable and accessible housing in the City.

### **FY05 Highlights**

Beginning in FY04, a new use tax and allocation formula approved by voters last year took effect allocating a fixed amount of \$5M per year to the Commission. The FY05 budget reflects both this \$5M allocation as well as \$2.5M in use tax fund amounts that have accumulated through previous years and remain available for appropriation in the Affordable Housing Trust Fund.

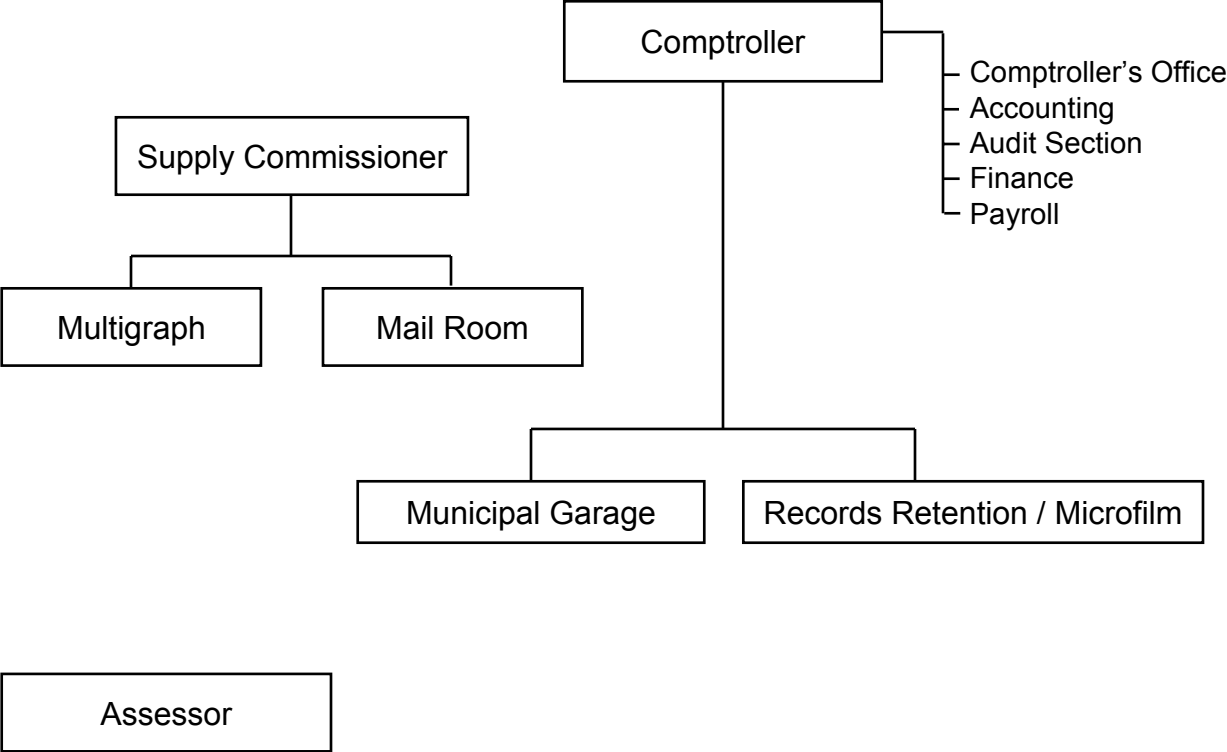
<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	104,718	261,230	258,535
Materials and Supplies	2,374	20,000	22,600
Equipment, Lease & Assets	2,378	41,500	53,500
Contractual and Other Services	758,509	11,836,500	7,159,026
Debt Service and Special Charges	0	5,000	5,000
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Affordable Housing Trust Fund</b>	<b>\$867,979</b>	<b>\$12,164,230</b>	<b>\$7,498,661</b>
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$867,979</b>	<b>\$12,164,230</b>	<b>\$7,498,661</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	4.0	4.0	4.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>

## **DEPARTMENT OF FINANCE**

# DEPARTMENT OF FINANCE



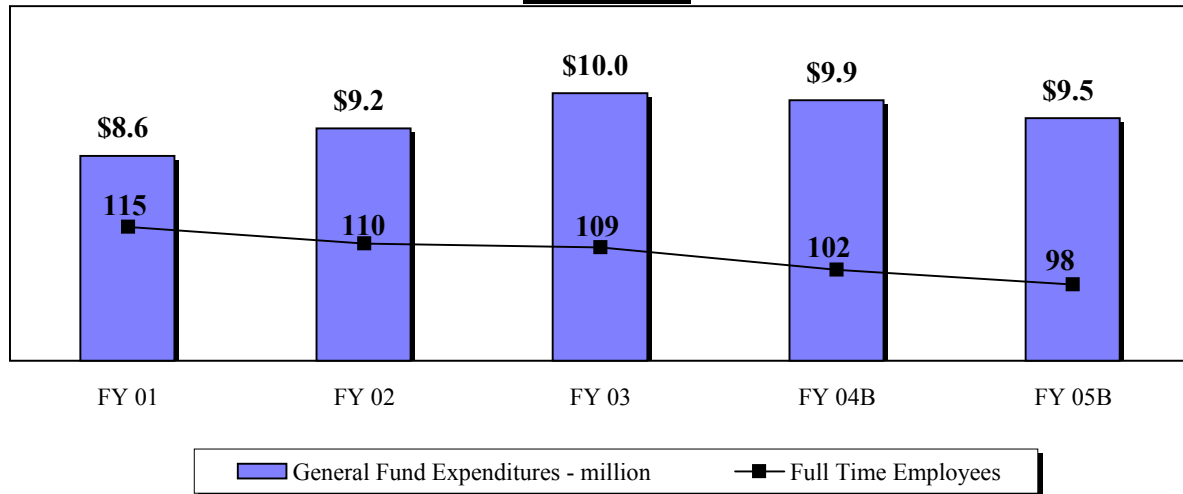
# FINANCE

<b>Budget By Division</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
160 Comptroller	7,744,062	7,823,739	7,131,240
162 Municipal Garage	258,069	256,096	257,887
163 Microfilm Section	290,083	321,549	293,317
170 Supply Commissioner	521,787	541,053	556,026
171 Multigraph Section	1,217,207	939,429	1,241,148
<b>Total General Fund</b>	<b>\$10,031,208</b>	<b>\$9,881,866</b>	<b>\$9,479,618</b>
Lateral Sewer Fund	55,283	56,769	59,300
Tax Increment Financings	2,930,834	2,012,397	1,959,662
Trustee Lease Fund	2,414,361	682,000	526,900
Mail Room Service Fund	590,106	950,937	828,725
180 Assessor (Assessment Fund)	3,981,037	3,769,510	3,988,966
Grant and Other Funds	0	0	643,838
<b>Total Department All Funds</b>	<b>\$20,002,829</b>	<b>\$17,353,479</b>	<b>\$17,487,009</b>

<b>Personnel By Division</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
160 Comptroller	73.5	67.0	62.9
162 Municipal Garage	7.0	7.0	7.0
163 Microfilm Section	7.0	7.0	7.0
170 Supply Commissioner	10.0	10.0	9.8
171 Multigraph Section	11.0	11.0	11.0
<b>Total General Fund</b>	<b>108.5</b>	<b>102.0</b>	<b>97.6</b>
172 Mail Room	7.0	7.0	7.3
180 Assessor (Assessment Fund)	75.0	68.0	72.0
Grant and Other Funds	23.5	25.0	21.1
<b>Total Department All Funds</b>	<b>214.0</b>	<b>202.0</b>	<b>198.0</b>

# FINANCE

## FINANCE

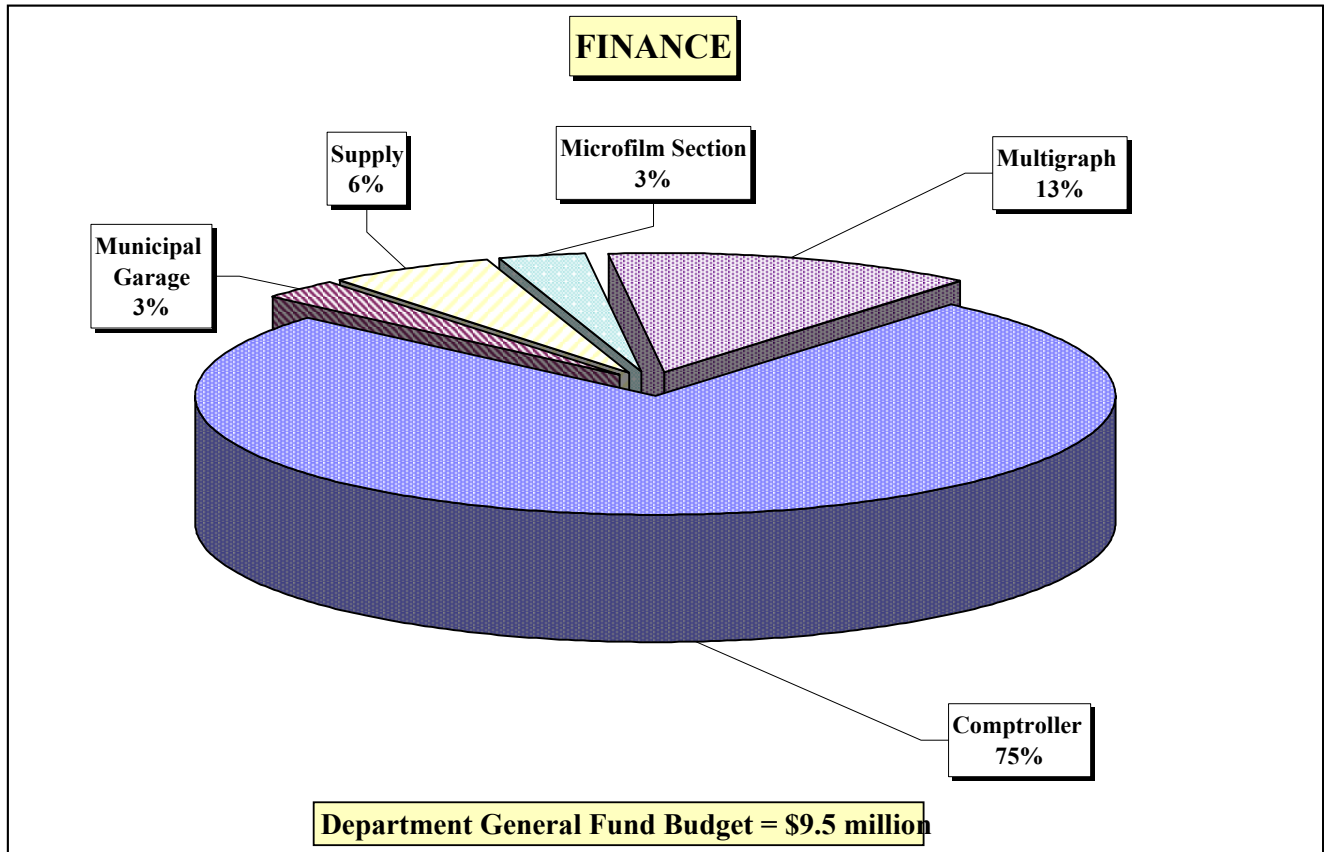


## Major Goals & Highlights

- o Have 100% of purchase contracts in place prior to expiration
- o Attain 30 day average for processing purchase requisitions and bids
- o Provide for printing costs associated with four scheduled elections
- o Review outstanding debt issues to identify any economically advantageous refinancings of City debt
- o Expedite process for issuing property tax waivers to new City residents
- o Conduct biennial reassessment of resident and commercial real property in City



# FINANCE



## Major Goals and Highlights

- o Enhance production capabilities of Assessor real estate records section through direct electronic linkage to Recorder of Deeds office
- o Realize nearly \$20,000 in annual postal savings through electronically submitting parking violation notices directly to Post Office
- o Complete development of on-line process for bidding and issuance of purchase orders through the Supply Division

<b>Department: Finance</b>	<b>Division Budget</b>
<b>Division: 160 Comptroller</b>	

### **Mission & Services**

The Comptroller's Office supervises the fiscal affairs of the City. It is responsible for all accounting, payroll and auditing functions as well as supervision of the Municipal Garage, and Microfilm Section. The Comptroller's office also manages the City's telecommunications services and oversees payment on such expense items as the City's insurance policies and sewer bills. The Comptroller is one of three members of the City's Board of Estimate and Apportionment. The Comptroller's Office serves as the cost center for payment on the principal and interest on Tax Increment Revenue bonds and certain administrative costs for the Lateral Sewer Line program.

### **FY05 Highlights**

In FY05, the Comptroller's office will continue to review existing outstanding debt issues for identifying any restructurings that offer economic advantages to the City.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	4,055,683	3,896,268	3,745,806
Materials and Supplies	39,372	31,750	27,879
Equipment, Lease & Assets	140,143	149,400	110,000
Contractual and Other Services	3,508,864	3,746,321	3,247,555
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$7,744,062</b>	<b>\$7,823,739</b>	<b>\$7,131,240</b>
Lateral Sewer Fund	\$55,283	\$56,769	\$59,300
Tax Increment Financings	\$2,930,834	\$2,012,397	\$1,959,662
Trustee Lease Fund	\$2,414,361	\$682,000	\$526,900
Grant and Other Funds	\$34,934	\$754,180	\$643,838
<b>Total Budget All Funds</b>	<b>\$13,179,474</b>	<b>\$11,329,085</b>	<b>\$10,320,940</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	73.5	67.0	62.9
Other	22.5	24.0	21.1
<b>Total</b>	<b>96.0</b>	<b>91.0</b>	<b>84.00</b>

<b>Department: Finance</b>	<b>Division Budget</b>
<b>Division: 162 Municipal Garage</b>	

### **Mission & Services**

This Division is responsible for the maintenance of the Municipal Garage, which has a capacity of 435 parking spaces, and the City owned vehicles located in the garage.

### **FY05 Highlights**

No changes in operations are planned in FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	241,670	237,946	241,237
Materials and Supplies	9,070	7,650	7,650
Equipment, Lease & Assets	1,272	2,000	2,000
Contractual and Other Services	6,057	8,500	7,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$258,069</b>	<b>\$256,096</b>	<b>\$257,887</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$258,069</b>	<b>\$256,096</b>	<b>\$257,887</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	7.0	7.0	7.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>

<b>Department: Finance</b>	<b>Division Budget</b>
<b>Division: 163 Microfilm Section</b>	

### **Mission & Services**

The Microfilm Section is responsible for microfilming or scanning documents received from various departments as well as maintaining and providing records in the archival library. This Division also provides City Departments with document reproduction and general copying services.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	236,826	242,549	241,804
Materials and Supplies	11,870	25,000	12,513
Equipment, Lease & Assets	25,710	37,000	32,000
Contractual and Other Services	15,677	17,000	7,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$290,083</b>	<b>\$321,549</b>	<b>\$293,317</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$290,083</b>	<b>\$321,549</b>	<b>\$293,317</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	7.0	7.0	7.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>
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<b>Department: Finance</b>	<b>Division Budget</b>
<b>Division: 170 Supply Commissioner</b>	

### **Mission & Services**

The Supply Division is responsible for the procurement of all supplies, equipment, equipment maintenance and selected services for all City departments. The division processes approximately 4,700 requisitions per year and administers approximately 263 purchase contracts. In FY04, Supply developed new contracts for document storage, document shredding and turf care services. An ordinance was passed to increase the dollar value of advertised bids from \$500 to \$5,000.

### **FY05 Highlights**

In FY05, Supply will continue working on an online process for bidding and issuing purchase orders. Supply will also be tracking the average number of days to process unadvertised bids into purchase orders.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Process advertised bids	1,486	1,200	1,072
o Process supply bids/contract req.	3,579	3,900	3,600
o Administer purchase contracts	276	280	263
o Contracts in place prior to expiration	100%	100%	100%
o Average no. of days to process bids	32	30	30
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	502,330	521,753	536,726
Materials and Supplies	3,396	2,000	2,000
Equipment, Lease & Assets	8,304	8,500	8,500
Contractual and Other Services	7,757	8,800	8,800
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$521,787</b>	<b>\$541,053</b>	<b>\$556,026</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$521,787</b>	<b>\$541,053</b>	<b>\$556,026</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	10.0	10.0	9.8
Other	1.0	1.0	0.0
<b>Total</b>	<b>11.0</b>	<b>11.0</b>	<b>9.8</b>

<b>Department: Finance</b>	<b>Division Budget</b>
<b>Division: 171 Multigraph Section</b>	

### **Mission & Services**

The Multigraph Section provides the various forms, brochures, letterheads and informational materials required by the City's departments and agencies. Multigraph provides typesetting, graphic design, photography, press work and bindery services. For printing services not provided in-house, Multigraph is responsible for writing specifications and bids for specialized printing to private vendors.

### **FY05 Highlights**

The FY05 budget reflects increases due printing requirements for the primary & general national elections and the primary & municipal local elections this fiscal year.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Pre-press composing - typesetting	695	670	710
o Press bindery service - print request	1,565	1,510	1,575
o Copy services - duplication jobs	620	520	630
o Commercial job requests	342	330	330

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	513,689	516,405	522,501
Materials and Supplies	140,267	150,000	200,000
Equipment, Lease & Assets	45,345	48,252	48,252
Contractual and Other Services	517,906	224,772	470,395
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$1,217,207</b>	<b>\$939,429</b>	<b>\$1,241,148</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$1,217,207</b>	<b>\$939,429</b>	<b>\$1,241,148</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	11.0	11.0	11.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>

**Department: Finance****Program Budget****Division: 172 Mail Room****Mission & Services**

The mail room coordinates both outgoing City mail and mail between City offices. By consolidating outgoing mail and standardizing to meet the Postal Service guidelines for "C.A.S.S Bar Coding" automated mailing, the City receives discounted postage rates and thereby reduces postage expenses. Mail room services also reduce the need for messenger service required by certain departments. This program also offers an inserting service to departments, where computer generated mailings are separated and inserted in to envelopes, saving hand labor by the departments.

**FY05 Highlights**

In FY05, City Court parking violation notices will be sent electronically to the post office and mailed by post card. This will reduce the volume of mail inserts processed by the mail room and reduce City Courts postage costs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Coordinate outgoing mail	1,130,000	1,300,000	1,300,000
o Deliver internal mail	55,100	68,000	70,000
o Provide envelope inserts	410,800	374,000	635,000

<b>Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	186,064	234,637	261,425
Materials and Supplies	5,596	4,000	4,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	398,446	712,300	563,300
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$590,106</b>	<b>\$950,937</b>	<b>\$828,725</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	7.0	7.0	7.3
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.3</b>

**Mission & Services**

The mission of the Assessor is to assess all property to fairly reflect market value and to accurately record and provide real estate and personal property information to customers in a courteous and user-friendly manner. The Assessor's office assesses real and personal property, keeps records of all real estate transactions and maintains a current record of property ownership in the City. In every odd year, the Assessor will assess all real property located within the City in accordance with a two year assessment and equalization maintenance plan approved by the State Tax Commission. The office is funded through reimbursements from the state and commissions from other taxing jurisdictions with the net operating cost of the office funded through a City subsidy budgeted under Dept. 190 City Wide Accounts.

**FY05 Highlights**

In FY05 the real property appraisal sections will complete the biennial reassessment as prescribed by state law. Market trends will be analyzed to assign appropriate appraised and assessed value effective for 2005.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Physical inspection - taxable real property			
- Residential	27,527	25,000	25,000
- Commercial	3,148	3,200	3,150
o Develop market values - biennial	120,094	--	120,100
o Issue personal property tax waivers	18,858	12,000	12,000
o Assess personal property - individual	90,156	101,500	101,500
o Assess personal property - corporate	14,360	14,400	14,400
	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	3,309,141	3,141,418	3,342,026
Materials and Supplies	24,051	23,086	35,240
Equipment, Lease & Assets	22,260	16,006	14,700
Contractual and Other Services	625,585	589,000	597,000
Debt Service and Special Charges	0	0	0

<b>Total</b>	<b>\$3,981,037</b>	<b>\$3,769,510</b>	<b>\$3,988,966</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	75.0	68.0	72.0



## **NON-DEPARTMENTAL**

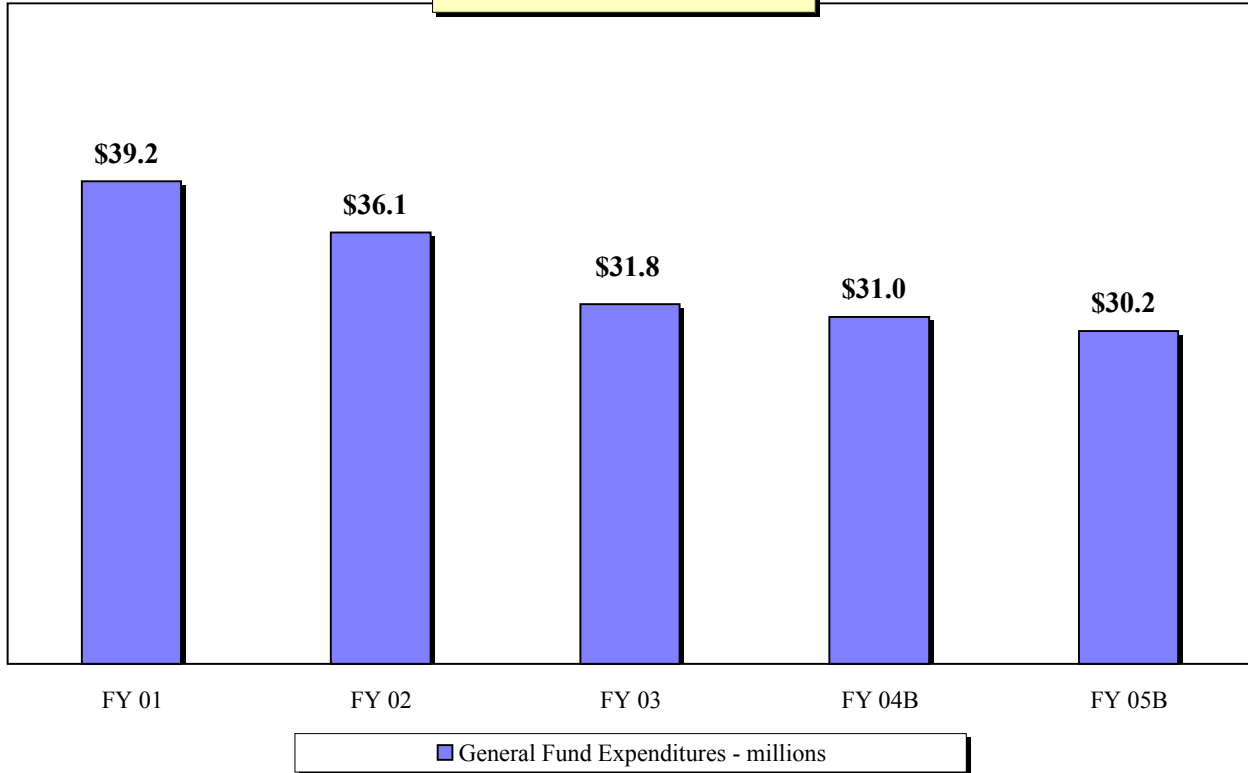
# NON-DEPARTMENTAL

Budget By Division	Actual FY03	Budget FY04	Budget FY05
190 City Wide Accounts	31,770,116	30,989,833	30,158,064
<b>Total General Fund</b>	<b>\$31,770,116</b>	<b>\$30,989,833</b>	<b>\$30,158,064</b>
Riverfront Gaming Fund	6,095,000	4,550,000	4,225,000
Convention and Tourism Fund	3,722,375	3,875,000	4,100,000
<b>Total Department All Funds</b>	<b>\$41,587,491</b>	<b>\$39,414,833</b>	<b>\$38,483,064</b>

Personnel By Division	Actual FY03	Budget FY04	Budget FY05
190 City Wide Accounts	0.0	0.0	0.0
<b>Total Department All Funds</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

## NON-DEPARTMENTAL

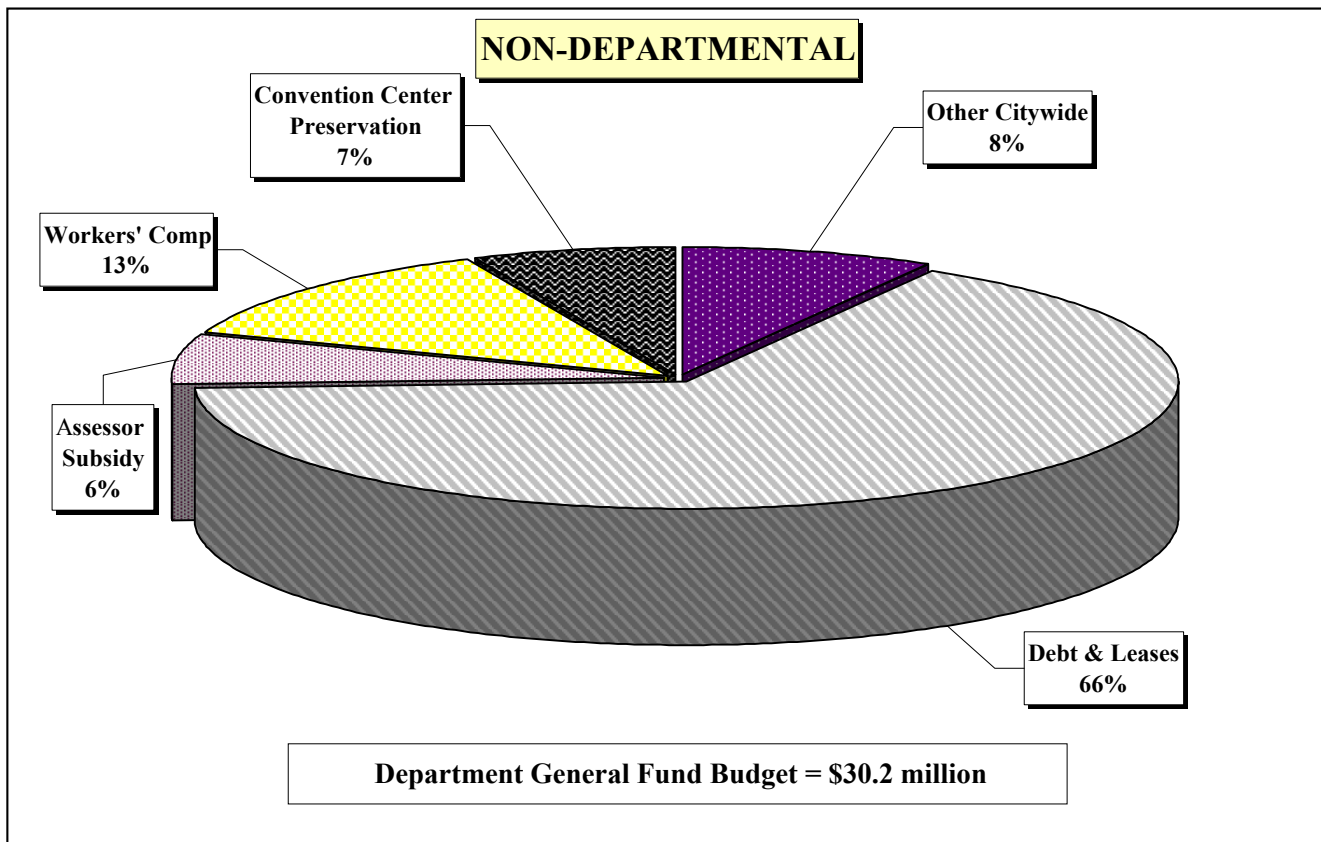
### NON-DEPARTMENTAL



### Goals and Highlights

- o Allocate an additional \$135,000 to address increase in workers' compensation costs
- o Provide \$60,000 subsidy to Grand Center
- o Allocate \$75,000 for City's participation in Sister Cities program
- o Provide \$50,000 for preparations in hosting 2005 NCAA Final Four Tournament
- o Provide \$1.6 million in payments to Convention & Visitor's Commission for maintenance of City's convention center
- o Allocate \$50,000 to Teach for America program

## NON-DEPARTMENTAL



### Goals and Highlights

- o Utilize existing capital funds and justice center project funds to offset \$8.1M in debt payments on justice center and courthouse facility debt

<b>Department: Non-Departmental</b>	<b>Division Budget</b>
<b>Division: 190 City Wide Accounts</b>	

### **Mission & Services**

The City Wide Accounts include funding for general purpose items not specific to any one department. These include unemployment compensation, workers' compensation, various subsidies and lease debt payments.

### **FY05 Highlights**

After a one-time refinancing benefit, Convention Center lease debt is scheduled to increase by \$8.4M in FY05. This increase will be offset in part by the elimination of \$5.7M in Justice Center debt payments that will be provided through available justice center project funds. Additional capital funds will be made available to alleviate the remaining general fund portion of the Justice Center debt as well as debt on the Civil Court and Carnahan Courthouses at \$1.0M and \$500,000 respectively. The subsidy for the Assessor's office will decline by \$791,000 due mainly to the availability of an existing balance in the Assessment fund as well as increased state reimbursements. The City Wide Gaming Fund budget includes \$575,000 as the final payment on the loan for the Admiral gaming boat relocation.

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	6,882,678	6,626,369	6,800,000
Materials and Supplies	92,470	0	0
Equipment, Lease & Assets	2,000,000	1,700,000	1,600,000
Contractual and Other Services	2,915,134	2,620,783	1,869,783
Debt Service and Special Charges	19,879,834	20,042,681	19,888,281
<b>Total General Fund</b>	<b>\$31,770,116</b>	<b>\$30,989,833</b>	<b>\$30,158,064</b>
Riverfront Gaming Fund	\$6,095,000	\$4,550,000	\$4,225,000
<b>Total Budget All Funds</b>	<b>\$37,865,116</b>	<b>\$35,539,833</b>	<b>\$34,383,064</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	0.0	0.0	0.0
Other	0.0	0.0	0.0

<b>Department:</b> Non-Departmental	<b>Division Budget</b>
<b>Division:</b> 160 Convention and Tourism Fund	

### **Mission & Services**

The Convention and Tourism (C&T) fund was established to foster and promote the City's convention and tourism industry. It is funded by a 1% tax on restaurant gross receipts. Expenditures from the fund are approved by members of the C&T Board, which consists of the Mayor, the Comptroller and the President of the Board of Aldermen.

### **FY05 Highlights**

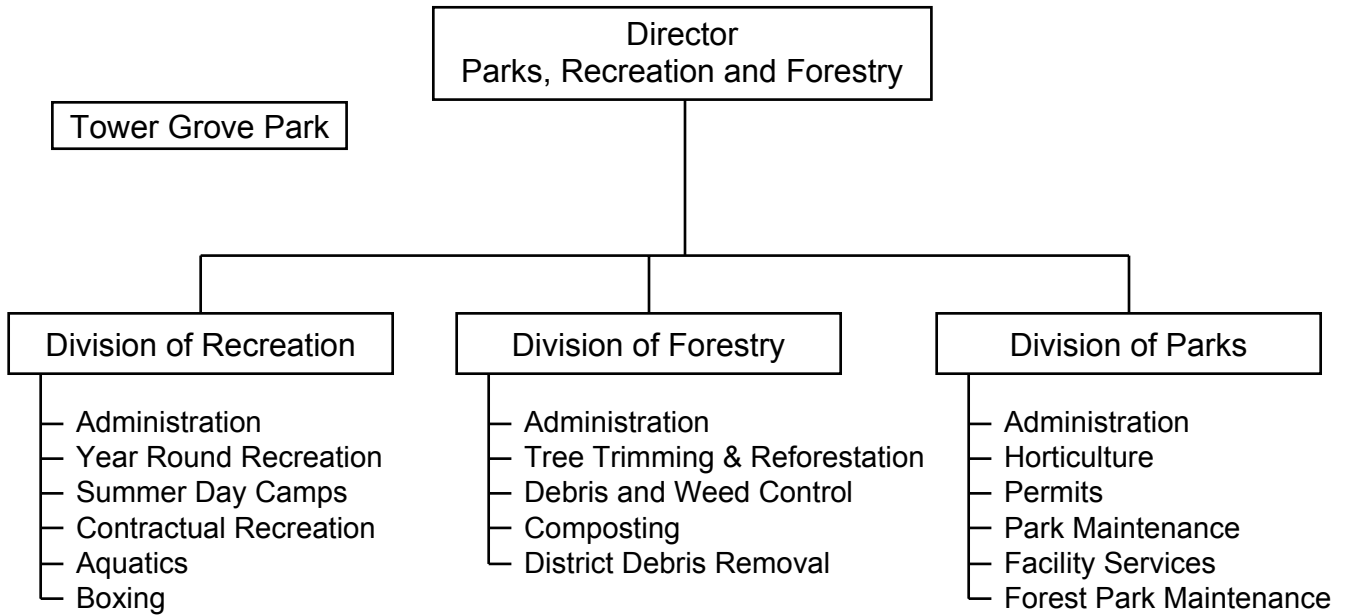
Allocation of C&T revenues in FY05 include \$3.9M to the General Fund to offset debt related costs of the convention center, a \$75,000 subsidy to the Sister Cities program, a \$60,000 subsidy to Grand Center and \$50,000 for costs related to hosting the 2005 NCAA Final Four Tournament.

<b>Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	3,722,375	3,875,000	4,100,000
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$3,722,375</b>	<b>\$3,875,000</b>	<b>\$4,100,000</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	0.0	0.0	0.0
Other	0.0	0.0	0.0

**DEPARTMENT OF  
PARKS, RECREATION, AND FORESTRY**

# DEPARTMENT OF PARKS, RECREATION AND FORESTRY





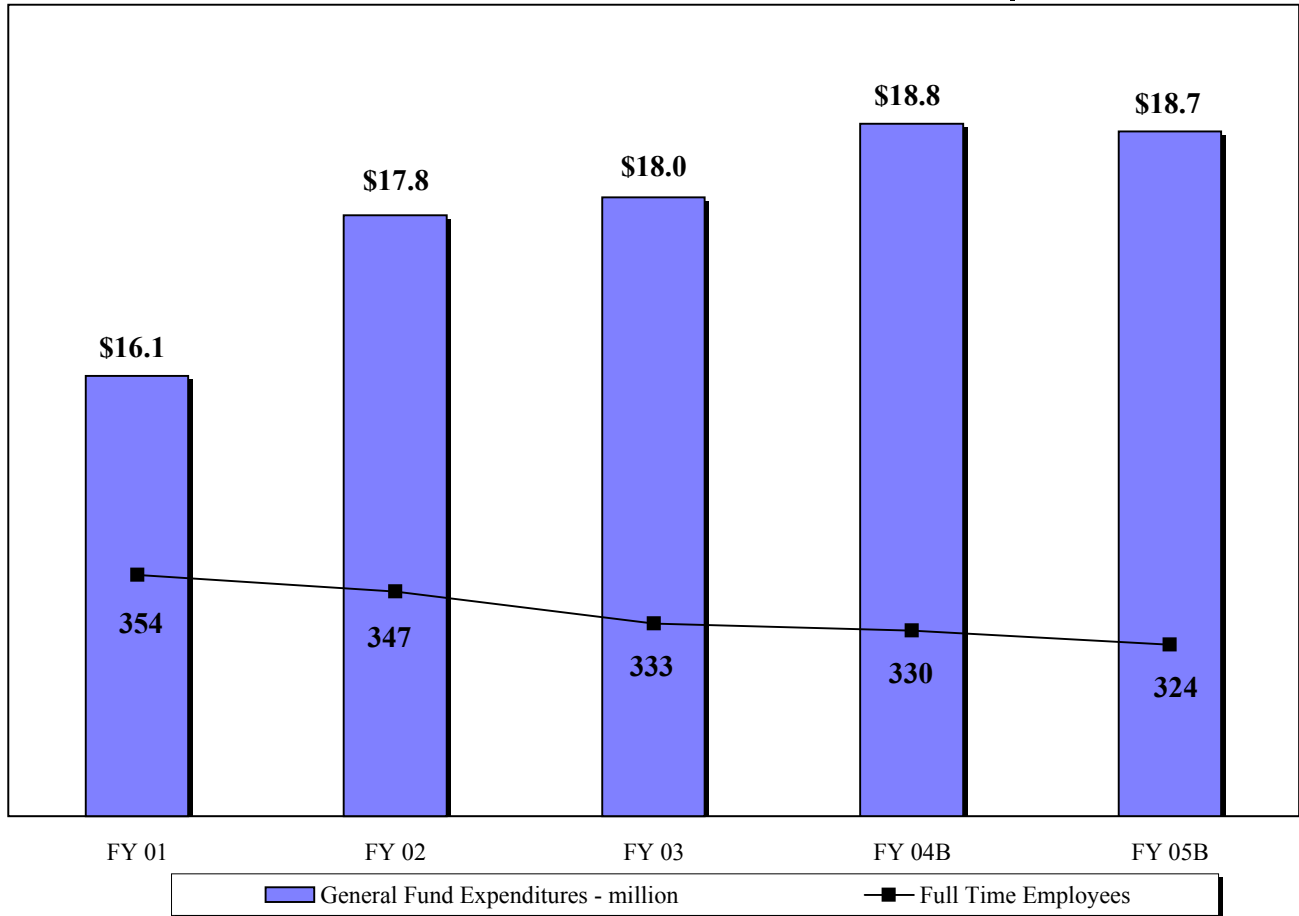
# PARKS, RECREATION AND FORESTRY

Budget By Division	Actual FY03	Budget FY04	Budget FY05
210 Director of PRF	403,851	401,501	400,939
213 Recreation	2,192,331	2,137,521	2,057,572
214 Forestry	6,192,475	6,666,548	6,486,646
220 Parks	8,500,249	8,849,322	9,030,631
250 Tower Grove Park	690,000	696,000	696,000
<b>Total General Fund</b>	<b>\$17,978,906</b>	<b>\$18,750,892</b>	<b>\$18,671,788</b>
Forest Park Fund	\$408,605	\$800,000	\$800,000
CDBG & Others Grants	\$810,799	\$600,754	\$624,447
<b>Total Department All Funds</b>	<b>\$19,198,310</b>	<b>\$20,151,646</b>	<b>\$20,096,235</b>

Personnel By Division	Actual FY03	Budget FY04	Budget FY05
210 Director of PRF	5.0	5.0	5.0
213 Recreation	37.0	34.0	28.0
214 Forestry	119.0	119.0	119.0
220 Parks	172.0	172.0	172.0
250 Tower Grove Park	0.0	0.0	0.0
<b>Total General Fund</b>	<b>333.0</b>	<b>330.0</b>	<b>324.0</b>
Grant and Other Funds	1.0	6.0	6.0
<b>Total Department All Funds</b>	<b>334.0</b>	<b>336.0</b>	<b>330.0</b>

# PARKS, RECREATION AND FORESTRY

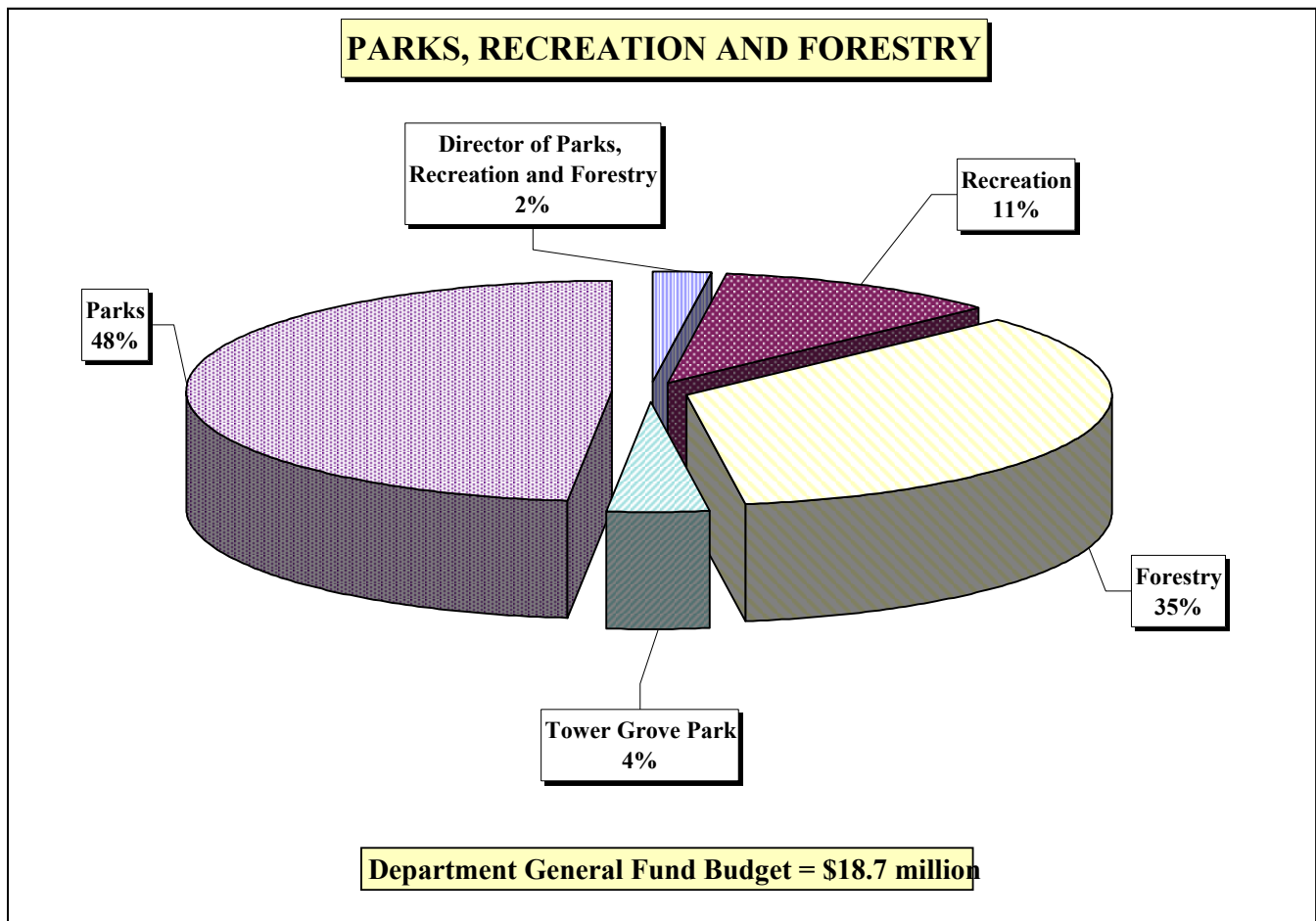
## PARKS, RECREATION AND FORESTRY



## Major Goals & Highlights

- o Develop collaborative partnerships to enhance after school homework/tutoring opportunities at selected Recreation Centers.
- o Issue over 1,425 permits for activities in the parks
- o Develop new self funded programs to provide new recreational activities such as, tournaments sports leagues, clinics and tours
- o Service 15,000 alleys for debris removal as part of district debris program
- o Maintain 78 restrooms and 157 athletic fields throughout the City park system

# PARKS, RECREATION AND FORESTRY



## Major Goals & Highlights

- o Mow 22,000 vacant lots eight times a season and mow four times a season around 6,400 vacant buildings
- o Trim 14,500 street trees and remove 3,000 hazardous trees
- o Plant 5,500 trees along City streets
- o Receive 24,000 visitors to the newly renovated Jewel Box in Forest Park
- o Process 27,000 cubic yards of organic material for use by various City agencies

**Department: Parks, Recreation and Forestry**  
**Division: 210 Director, PRF**

**Division Budget**

**Mission & Services**

The Director of Parks, Recreation and Forestry is responsible for the supervision and coordination of all activities of the department. The Director also works to coordinate efforts of community groups so as to maximize their positive impact on the City parks and recreation activities. This Division has oversight for the purchasing, accounts payable and receivable, office supplies and travel for the entire Department. The Director's office is deeply involved with the implementation of the Forest Park Master Plan, which was begun in 1996. Public/private partnerships continue to grow as evidenced by the Children's Hospital Healthy Kids at Play Initiative, new playgrounds in Turner & Norman Seay Park and more are scheduled for FY05.

**FY05 Highlights**

The Director's Office is spearheading the planning for the parks systems and is developing the first City-Wide park plan since the 1940's

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	366,746	363,846	368,836
Materials and Supplies	22,046	23,151	23,151
Equipment, Lease & Assets	7,104	7,104	3,552
Contractual and Other Services	7,955	7,400	5,400
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$403,851</b>	<b>\$401,501</b>	<b>\$400,939</b>
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Forest Park Fund	\$408,605	\$800,000	\$800,000
Grant and Other Funds	\$0	\$393,015	\$0

<b>Total Budget All Funds</b>	<b>\$812,456</b>	<b>\$1,594,516</b>	<b>\$1,200,939</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY02</b>	<b>Budget FY03</b>	<b>Budget FY04</b>
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General Fund	5.0	5.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

**Department: Parks, Recreation and Forestry**  
**Division: 213 Recreation**

**Division Budget**

**Mission & Services**

The mission of the Recreation Division is to fully utilize the Recreation Centers by offering a variety of programs that reflect the needs and desires of the community in proximity to the Center, while providing a safe environment for youths during non-school hours when they are most susceptible to crime. The Recreation Div serves approximately 750,000 participants per year and is responsible for the development and administration of the City's public recreational program and for general supervision and control over other recreational activities in the City parks and recreation centers.

**FY05 Highlights**

In FY05, the CDBG funds will be used for programs such as art instruction and various sports leagues at the City's recreation centers and for after school outpost sites during the school year, primarily at public school sites. Also, in FY05 the Division is developing new self funded programs to provide new recreational activities, such as tournaments, sports leagues, clinics and tours

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	2,079,912	2,016,169	1,895,460
Materials and Supplies	62,897	70,500	82,684
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	49,522	50,852	79,428
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$2,192,331</b>	<b>\$2,137,521</b>	<b>\$2,057,572</b>
Community Development Block Grant	\$511,829	\$500,000	\$400,000
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<b>Total Budget All Funds</b>	<b>\$2,704,160</b>	<b>\$2,637,521</b>	<b>\$2,457,572</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	37.0	34.0	28.0
Other	0.0	0.0	0.0
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<b>Total</b>	<b>37.0</b>	<b>34.0</b>	<b>28.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 213 Recreation</b>	
<b>Program: 01 Administration</b>	

### **Mission & Services**

As administrator of the division, the Commissioner of Recreation coordinates the multitude of City recreation programs available to the public and leads assistance to area agencies using centers for community support activities. This program also coordinates budgeting, grant activity, staffing, purchasing, strategic planning and special activities, such as concerts which are provided through contractual agreements.

### **FY05 Highlights**

In FY05, this program plans to continue to partner with other City agencies and service providers to offer programs important to the community and to identify additional revenues from grants and facility usage.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	412,860	431,722	473,116
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	9,902	10,650	10,650
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$422,762</b>	<b>\$442,372</b>	<b>\$483,766</b>
Grant and Other Funds	\$11,829	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$434,591</b>	<b>\$442,372</b>	<b>\$483,766</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	7.0	7.0	8.0
Other	0.0	0.0	0.0
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<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>8.0</b>

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<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 213 Recreation</b>	
<b>Program: 02 Year-Round Recreation Centers</b>	

### **Mission & Services**

The Recreation Division provides City residents with a variety of year-round recreation and leisure activities. These programs include year-round activities which are offered at the City's 9 recreation centers, 1 neighborhood center, 3 outpost sites, 2 outreach sites, 8 municipal swimming pools. The Local Law Enforcement Block Grant provided funding for curfew violation sites operated during the summer.

### **FY05 Highlights**

In FY05 the Division will reevaluate the existing facilities to prioritize improvements to maximize the Centers usage. This program will also realign programming to better meet the needs of the neighborhood through increased health & wellness, life skills and academic enrichment programs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Recreation Center programs - participant hours	624,546	900,000	950,000
o Duplicate Headcount	240,183	230,000	300,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,341,972	1,254,732	1,089,707
Materials and Supplies	35,592	39,000	43,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	30,683	34,702	42,202
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,408,247</b>	<b>\$1,328,434</b>	<b>\$1,174,909</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,408,247</b>	<b>\$1,328,434</b>	<b>\$1,174,909</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	30.0	27.0	20.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>30.0</b>	<b>27.0</b>	<b>20.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 213 Recreation</b>	
<b>Program: 03 Summer Day Camps</b>	

### **Mission & Services**

During the summer months, the Recreation Division expands upon its regular recreation programs by offering 12 day camp sites and expands its regular programming at selected parks and public housing locations. The department aims to make the program more accessible for parents with young children by offering a tiny tot program that encourages parent participation.

### **FY05 Highlights**

In FY05, the Division will evaluate the sites to assess service needs to ensure the continued effectiveness and quality of the day camp program and match the Camps to the areas for the maximum participation. Also work other service providers to avoid duplication of service and allow the most efficient use of the limited resources.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Recreation Center programs -			
-participant hours	81,367	76,000	100,000
o Duplicate Headcount	13,561	12,667	16,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	63,408	63,910	63,910
Materials and Supplies	0	0	5,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$63,408</b>	<b>\$63,910</b>	<b>\$68,910</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$63,408</b>	<b>\$63,910</b>	<b>\$68,910</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



<b>Department:</b>	<b>Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division:</b>	<b>213 Recreation</b>	
<b>Program:</b>	<b>04 Contractual Recreation (Tournaments/Leagues/Tours/Clinics)</b>	

### **Mission & Services**

This program provides the funding for various summer park concerts, and miscellaneous field trips and special events for young people and senior citizens. This program administers the Community Development Block Grant funds to provide expanded programs such as outpost sites during the school year, sports leagues, recreation and arts programs.

### **FY05 Highlights**

During FY05, an effort will be underway to expand the opportunities for recreational activities this program offers. This program will providing new recreation tournmts, leagues, tours and clinics for the public. The expansion will be self-funded, all costs for the event are incurred by the participants.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Participants - Tournaments	N/A	N/A	192
o Participants - Leagues	N/A	N/A	168
o Participants - Tours	N/A	N/A	1,104
o Participants - Clinics	N/A	N/A	120
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	0	0	4,606
Materials and Supplies	0	0	3,184
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	14,700
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$22,490</b>
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Community Development Block Grant	\$500,000	\$500,000	\$400,000
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<b>Total Budget All Funds</b>	<b>\$500,000</b>	<b>\$500,000</b>	<b>\$422,490</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 213 Recreation</b>	
<b>Program: 05 Aquatics Programs</b>	

### **Mission & Services**

The Aquatics program operates 3 outdoor and 5 indoor swimming pools, all staffed with lifeguards certified by the American Red Cross. Summer staffing consists of 50 lifeguards and 12 lifeguard supervisors, the non-summer staffing is 10 lifeguards and 7 lifeguard supervisors. Five lifeguards are certified to train lifeguards and eight are certified to teach swimming classes. The Aquatics program provides services for all ages, senior water aerobics, lap swimming, tiny tot instructional programs and open swim use. A Junior Lifeguard program is conducted year-round to train young adults as future lifeguards.

### **FY05 Highlights**

In FY05 this program plans to increase public participation in the Learn to Swim & Water Aerobics classes.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Recreation Center programs - (Aquatics)			
participant hours	60,615	100,000	130,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Personal Services	202,930	204,535	204,535
Materials and Supplies	24,823	30,000	30,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$227,753</b>	<b>\$234,535</b>	<b>\$234,535</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$227,753</b>	<b>\$234,535</b>	<b>\$234,535</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
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<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 213 Recreation</b>	
<b>Program: 06 Boxing</b>	

### **Mission & Services**

The mission of the Boxing program is to promote and foster the development of youth through an organized amateur boxing program. Knowledgeable and caring coaches instruct young boys & girls in the self-discipline, sporting spirit, individual integrity, character and the physical & mental fitness needed to become responsible adults. The program will follow all the United States Amateur Boxing policies to ensure that all safe guards and regulations are upheld. Approximately 30 boxers receive 3 hours of training each day, this is a non-fee program making it accessible to urban youth who want to participate.

### **FY05 Highlights**

In FY05, this program will continue to target youths who will benefit from the programs structure.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Boxing program - participant hours	63,396	60,000	60,000
o Duplicate Headcount	22,191	20,000	20,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Personal Services	58,742	61,270	59,586
Materials and Supplies	2,482	1,500	1,500
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	8,937	5,500	11,876
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$70,161</b>	<b>\$68,270</b>	<b>\$72,962</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$70,161</b>	<b>\$68,270</b>	<b>\$72,962</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Division Budget</b>
<b>Division: 214 Forestry</b>	

### **Mission & Services**

To enhance public safety and the appearance of the urban forest by responding to service requests and managing the systematic tree maintenance plan. To assist in beautifying neighborhoods and provide a safe environment by maintaining public/private properties on a scheduled or as requested basis. To reduce disposal and material costs by recycling organic material either collected by or generated by the Division. To improve the quality of life in the neighborhoods by systematically removing debris for alleys, easements and vacant lots on a scheduled basis. This division runs a composting operation which recycles organic material generated by the City.

### **FY05 Highlights**

The Forestry Division FY05 budget includes funding for planting, trimming and maintaining the City's trees in parks and along all public streets, boulevards and parkways. In addition, cleaning and mowing around vacant lots and buildings, and the operation of the City's composting program.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	6,025,093	6,486,533	6,300,899
Materials and Supplies	78,054	75,015	88,247
Equipment, Lease & Assets	36,299	59,600	49,600
Contractual and Other Services	53,029	45,400	47,900
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,192,475</b>	<b>\$6,666,548</b>	<b>\$6,486,646</b>
Grant and Other Funds	\$33,932	\$0	\$114,261
<b>Total Budget All Funds</b>	<b>\$6,226,407</b>	<b>\$6,666,548</b>	<b>\$6,600,907</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	119.0	119.0	119.0
Other	1.0	4.0	4.0
<b>Total</b>	<b>120.0</b>	<b>123.0</b>	<b>123.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 214 Forestry</b>	
<b>Program: 01 Administration</b>	

### **Mission & Services**

The Administration Section is responsible for coordinating all policies, procedures, and activities of the Forestry Division. This program manages the computerized billing system, which issues bills for Forestry Division charges (i.e. weed & debris work, and private tree removal) as well as for the demolition and board-up charges of the Building Div. Over 16,000 accounts are managed annually and this program coordinates with a private collection agency to collect over due accounts.

### **FY05 Highlights**

In FY05, process and forward all billable services that are in arrears, reduce overdue work order requests from CSB and increase division morale and effectiveness.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Accounts in arrears to agency	8,453	10,000	12,000
o Revenue collected from lein suits	N/A	\$20,000	\$30,000
o Quarterly record & review			
Overdue workorders by code	382	300	280
Workorders by code w/ field staff	354	320	300

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	162,195	192,287	190,633
Materials and Supplies	5,121	5,271	4,660
Equipment, Lease & Assets	2,810	5,000	5,000
Contractual and Other Services	15,890	12,700	12,700
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$186,016</b>	<b>\$215,258</b>	<b>\$212,993</b>
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Grant and Other Funds	\$33,932	\$0	\$114,261
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<b>Total Budget All Funds</b>	<b>\$219,948</b>	<b>\$215,258</b>	<b>\$327,254</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	4.0	4.0	4.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>

<b>Department:</b>	<b>Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division:</b>	<b>214 Forestry</b>	
<b>Program:</b>	<b>02 Tree Trimming and Reforestation</b>	

### **Mission & Services**

This program is responsible for the maintenance of 80,000 trees located between curbs and sidewalks throughout the City and 30,000 park trees. In addition to regular systematic maintenance the program responds to citizens' requests for tree inspection and storm or ice related emergencies. On-call personnel are available to respond to all public safety related emergencies and hazardous trees are removed immediately to ensure public safety.

### **FY05 Highlights**

In FY05 an emphasis will be placed on stabilizing the park tree pop. by removal & reforestation.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o District Trim Services	8,306	8,200	9,000
o CSB tree trimming requests	3,430	3,300	3,000
o Remove hazardous street trees	2,870	3,000	3,000
o Trim street trees (non cyclical)	5,358	4,800	5,500
o Plant street trees	5,358	4,800	5,500
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,543,269	1,697,646	1,727,064
Materials and Supplies	25,866	24,500	22,620
Equipment, Lease & Assets	5,338	7,000	2,000
Contractual and Other Services	11,256	9,000	9,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,585,729</b>	<b>\$1,738,146</b>	<b>\$1,760,684</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,585,729</b>	<b>\$1,738,146</b>	<b>\$1,760,684</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	41.0	41.0	41.0
Other	1.0	4.0	4.0
<b>Total</b>	<b>42.0</b>	<b>45.0</b>	<b>45.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 214 Forestry</b>	
<b>Program: 03 Debris and Weed Control</b>	

### **Mission & Services**

The Debris and Weed Control program is responsible for maintaining vacant and occupied properties within established guidelines. Work crews remove weeds and debris from the 6,400 vacant buildings and 22,000 lots on a regular maintenance schedule.

### **FY05 Highlights**

In FY05, this program will increase grass maintenance vacant lot production in the 2nd year of a tractor operations plan and complete 8 rotations of grass cutting on vacant lots and 4 rotations on vacant buildings.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Grass maintenance services (percentage of work completed)			
- complete 8 rotations (22,000 lots)	100%	100%	100%
- complete 4 rotations (6,400 bldings)	100%	100%	100%
o (CSB) service requests			
- grass maintenance requests	7,808	6,800	6,500
- debris removal requests	8,420	8,100	7,800
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	3,212,721	3,360,837	3,125,448
Materials and Supplies	25,866	24,500	39,487
Equipment, Lease & Assets	27,814	47,000	42,000
Contractual and Other Services	21,887	20,500	23,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$3,288,288</b>	<b>\$3,452,837</b>	<b>\$3,229,935</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$3,288,288</b>	<b>\$3,452,837</b>	<b>\$3,229,935</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	44.0	44.0	44.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>44.0</b>	<b>44.0</b>	<b>44.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 214 Forestry</b>	
<b>Program: 05 Composting</b>	

### **Mission & Services**

Since 1992, the State of Missouri has banned the disposal of yard waste in landfills. The compost program recycles organic wastes generated by both the Forestry weed and tree operations and the leaves generated during fall leaf collection. This program process' over 27,000 cubic yards of recyclable material and provides compost, mulch and wood chips to the Park Division over 10,000 cubic yards, saving this Division significantly in supply and maintenance costs.

### **FY05 Highlights**

In FY05, this program will increase revenue with the sale of whole logs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Amount of mat. recycled (cubic yds)	40,170	38,000	42,000
o Distribute recycled mat. (cubic yds)	15,536	12,000	12,630
o Revenue from composted material (\$)	\$40,299	\$45,000	\$50,000
o Revenue from sale of whole logs (\$)	N/A	N/A	\$5,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	349,285	390,014	387,138
Materials and Supplies	10,601	10,884	10,820
Equipment, Lease & Assets	337	600	600
Contractual and Other Services	2,745	2,200	2,200
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$362,968</b>	<b>\$403,698</b>	<b>\$400,758</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$362,968</b>	<b>\$403,698</b>	<b>\$400,758</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	8.0	8.0	8.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>



<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 214 Forestry</b>	
<b>Program: 06 District Debris Removal</b>	

### **Mission & Services**

The District Debris Removal program systematically maintains all vacant properties, alleys, easements, right of ways of debris on a 28 Ward rotation basis. This program removes over 4,000 loads of debris annually. In FY04 this program worked in unison with Clean Up St. Louis to identify high priority target areas to reduce illegal dumping activities and property owner negligence problems. They also assisted in the removal of over 30,000 illegally dumped tires in the effort to combat West Nile Virus.

### **FY05 Highlights**

In FY05, this program will continue it's efforts with "Clean Up St. Louis" to target problem dumping.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Complete 28 Ward rotation annually	100%	100%	100%
o Number of debris removal requests	8,420	8,100	7,800
o Number of vacant property services	10,895	14,500	15,000
o Number of alley services	12369	14500	15000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	757,623	845,749	870,616
Materials and Supplies	10,600	9,860	10,660
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,251	1,000	1,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$769,474</b>	<b>\$856,609</b>	<b>\$882,276</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$769,474</b>	<b>\$856,609</b>	<b>\$882,276</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	22.0	22.0	22.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>22.0</b>	<b>22.0</b>	<b>22.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Division Budget</b>
<b>Division: 220 Parks</b>	

### **Mission & Services**

The Mission of the Parks Division is to provide attractive open space within the confines of a densely populated urban center and to offer a variety of passive and active recreational opportunities. Facilities, programs and open space areas shall compliment ongoing urban development, remain accessible and be offered in a safe environment.

### **FY05 Highlights**

The Parks Division maintains over 100 parks throughout the City, including major parks, such as Forest Park and neighborhood parks. The Parks Division also provides security in parks and recreation centers. The City's regional parks -- Forest Park, Tower Grove, Carondelet, Fairground, O'Fallon and Willmore -- along with many neighborhood parks, will continue to benefit from funds made possible by the Half-Cent and Metro Parks sales tax for capital improvements.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	7,774,331	8,068,367	8,235,599
Materials and Supplies	376,175	415,710	415,710
Equipment, Lease & Assets	7,143	11,000	11,000
Contractual and Other Services	342,600	354,245	368,322
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$8,500,249</b>	<b>\$8,849,322</b>	<b>\$9,030,631</b>
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Grant and Other Funds	\$265,038	\$100,754	\$110,186
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<b>Total Budget All Funds</b>	<b>\$8,765,287</b>	<b>\$8,950,076</b>	<b>\$9,140,817</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	172.0	172.0	172.0
Other	0.0	2.0	2.0

<b>Total</b>	<b>172.0</b>	<b>174.0</b>	<b>174.0</b>
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<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 220 Parks</b>	
<b>Program: 01 Administration</b>	

### **Mission & Services**

The Administration Section is responsible for the management and operation of the Parks Division, including all City parks, park facilities, garden areas designated as medians and others, playgrounds and park rangers. Administration Section's responsibility includes all administrative functions associated with, budget preparation, establishing goals and objectives, responding to Citizen inquiries, and monitoring expenditures.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	345,112	360,452	369,163
Materials and Supplies	0	0	0
Equipment, Lease & Assets	1,323	0	0
Contractual and Other Services	42,070	41,935	44,785
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$388,505</b>	<b>\$402,387</b>	<b>\$413,948</b>
Grant and Other Funds	\$265,038	\$100,754	\$110,186
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$653,543</b>	<b>\$503,141</b>	<b>\$524,134</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	5.0	5.0	5.0
Other	0.0	2.0	2.0
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<b>Total</b>	<b>5.0</b>	<b>7.0</b>	<b>7.0</b>

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<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 220 Parks</b>	
<b>Program: 02 Horticulture</b>	

### **Mission & Services**

The Horticulture program is responsible for the operation of the Greenhouse, which propagates flowering and foliage plants. Responsibilities also include the operation of the Jewel Box and growing seasonal specialty plants for the display at the Jewel Box. In addition the Horticulture program grows bedding plants for the outdoor beds at the Jewel Box which are planted and maintained by the Flora Conservancy. This program also provides plants for Operation Brightside for neighborhood plantings which are maintained by private residents.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Propagate plants in greenhouse	450,000	450,000	450,000
o Operate Jewel Box - # of visitors	22,158	24,000	24,000
o Flowers & foliage (Jewel Box)	1,000	5,000	5,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	218,102	223,800	230,173
Materials and Supplies	43,888	48,500	48,500
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$261,990</b>	<b>\$272,300</b>	<b>\$278,673</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$261,990</b>	<b>\$272,300</b>	<b>\$278,673</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	5.0	5.0	5.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 220 Parks</b>	
<b>Program: 03 Permits</b>	

### **Mission & Services**

The Permit Section is responsible for all use permits issued by the Department of Parks, Recreation & Forestry. Permits are issued for athletic field, picnic, vending and concession as well as permits for major functions in the Parks and weddings at the Jewel Box. This program also arranges for the delivery and set-up of equipment requested for special events. Each year, the permit section responds to inquiries and applications which result in over 1,400 revenue generating permits being issued annually.

### **FY05 Highlights**

During FY05 many major renovations to Forest Park are being completed, additional site availability has already increased the number of permits issued in FY04.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Number of Permits Issued	1,168	1,410	1,425

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	134,610	141,689	146,292
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,978	2,045	2,045
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$136,588</b>	<b>\$143,734</b>	<b>\$148,337</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$136,588</b>	<b>\$143,734</b>	<b>\$148,337</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	3.0	3.0	3.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
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<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 220 Parks</b>	
<b>Program: 04 Park Maintenance</b>	

### **Mission & Services**

The Park Maintenance program mows and trims all acreage included in the City's park system as well as medians, park strips, etc. located in major thoroughfares and residential streets. Other maintenance duties include litter and debris removal, restroom maintenance, athletic field preparation, trash collection, playground inspections, cleaning lakes, set-up of special events equipment, and posting permits on picnic sites.

### **FY05 Highlights**

In FY05, this program continues to provide support for major improvement projects.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Acres to be maintained	1695	1695	1695
o % of the time grass cut (15 day)	95%	100%	100%
o % of the time trimmed (15 day)	90%	100%	100%
o Remove litter/trash - park acres	1,430	1,430	1,430
o Remove litter/trash - median acres	265	265	265
o Clean restrooms - no. of restrooms	78	78	78
o Maintain athletic fields - no. of fields	157	157	157
o Provide support - Operation Blitz (hr)	1,840	2,520	2,520

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,874,866	2,980,167	3,035,256
Materials and Supplies	53,380	58,990	58,990
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	967	1,000	1,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,929,213</b>	<b>\$3,040,157</b>	<b>\$3,095,246</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$2,929,213</b>	<b>\$3,040,157</b>	<b>\$3,095,246</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	64.0	64.0	64.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>64.0</b>	<b>64.0</b>	<b>64.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 220 Division of Parks</b>	
<b>Program: 05 Park and Recreation Facility Services</b>	

### **Mission & Services**

The Facilities Services program is responsible for maintaining all facilities within the City's 105 parks. The work includes carpentry, plumbing, painting, HVAC and electrical repairs. These include 8 recreation centers, 8 swimming pools, 150 park buildings and 75 playgrounds. This program is also responsible for maintenance of water/sewer lines, graffiti removal and winterization of park systems.

### **FY05 Highlights**

In FY05, this program continues to handle daily operational repairs and supports Capital project renovations .

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Carpentry work orders	386	540	600
o Plumbing repair orders	447	552	550
o Painting service orders	250	384	400
o H.V.A.C. & Electrical maintenance c	711	756	750
o Traffic summons & parking tickets	N/A	5656	6000
o Ranger responses to incidences	N/A	992	900
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,937,104	3,047,932	3,128,298
Materials and Supplies	260,126	287,465	287,465
Equipment, Lease & Assets	5,820	11,000	11,000
Contractual and Other Services	294,974	306,565	320,192
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$3,498,024</b>	<b>\$3,652,962</b>	<b>\$3,746,955</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$3,498,024</b>	<b>\$3,652,962</b>	<b>\$3,746,955</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	71.0	71.0	71.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>71.0</b>	<b>71.0</b>	<b>71.0</b>

<b>Department: Parks, Recreation and Forestry</b>	<b>Program Budget</b>
<b>Division: 220 Division of Parks</b>	
<b>Program: 06 Forest Park Maintenance</b>	

### **Mission & Services**

Forest Park is the largest park in the City of St. Louis, encompassing nearly 1,300 acres and is a major attraction for both area residents and visitors. The responsibilities of the Forest Park Maintenance program are mowing & trimming of park acreage, litter & debris removal, comfort station cleaning, preparing athletic fields, trash collection, posting of permits on picnic sites, cleaning catch basins and keeping lakes clean of litter/debris & algae.

### **FY05 Highlights**

The FY05, budget reflects the routine on-going maintenance of Forest Park, including mowing and trimming, litter and debris removal, opening/closing restrooms, preparing athletic fields, and maintaining the lakes.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Acres to be maintained	1293	1293	1293
o % of the time grass cut (15 day)	95%	100%	100%
o % of the time trimmed (15 day)	90%	100%	100%
o Remove litter/trash - park acres	1,293	1,293	1,293
o Maintain athletic fields - no. of fields	31	31	31
o Provide support-Operation Blitz (hr)	840	840	840

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,264,537	1,314,327	1,326,417
Materials and Supplies	18,781	20,755	20,755
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,611	2,700	300
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,285,929</b>	<b>\$1,337,782</b>	<b>\$1,347,472</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,285,929</b>	<b>\$1,337,782</b>	<b>\$1,347,472</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	24.0	24.0	24.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>24.0</b>	<b>24.0</b>	<b>24.0</b>



**Department: 250 Tower Grove Park**  
**Program: Tower Grove Park**

**Division Budget**

**Mission & Services**

Tower Grove Park, donated to the City in 1868 by Henry Shaw, is considered the finest remaining example in the nation of an urban Victorian park landscape. In 1989, it was designated as a National Historic Landmark, one of only 4 urban parks in the country to be so recognized. The budget for the park as presented below represents only the City's General Fund subsidy. Tower Grove Park also benefits from revenues generated within its boundaries as well as from the contributions of private benefactors. Tower Grove Park is administered by a separate Board of Commissioners. As one of the City's regional parks, Tower Grove Park will also benefit from the 1/2 Cent sales tax for capital improvements for park purposes.

**FY05 Highlights**

In FY05, Tower Grove Park will receive \$333,300 from the 1/2 Cent sales tax for capital improvements.

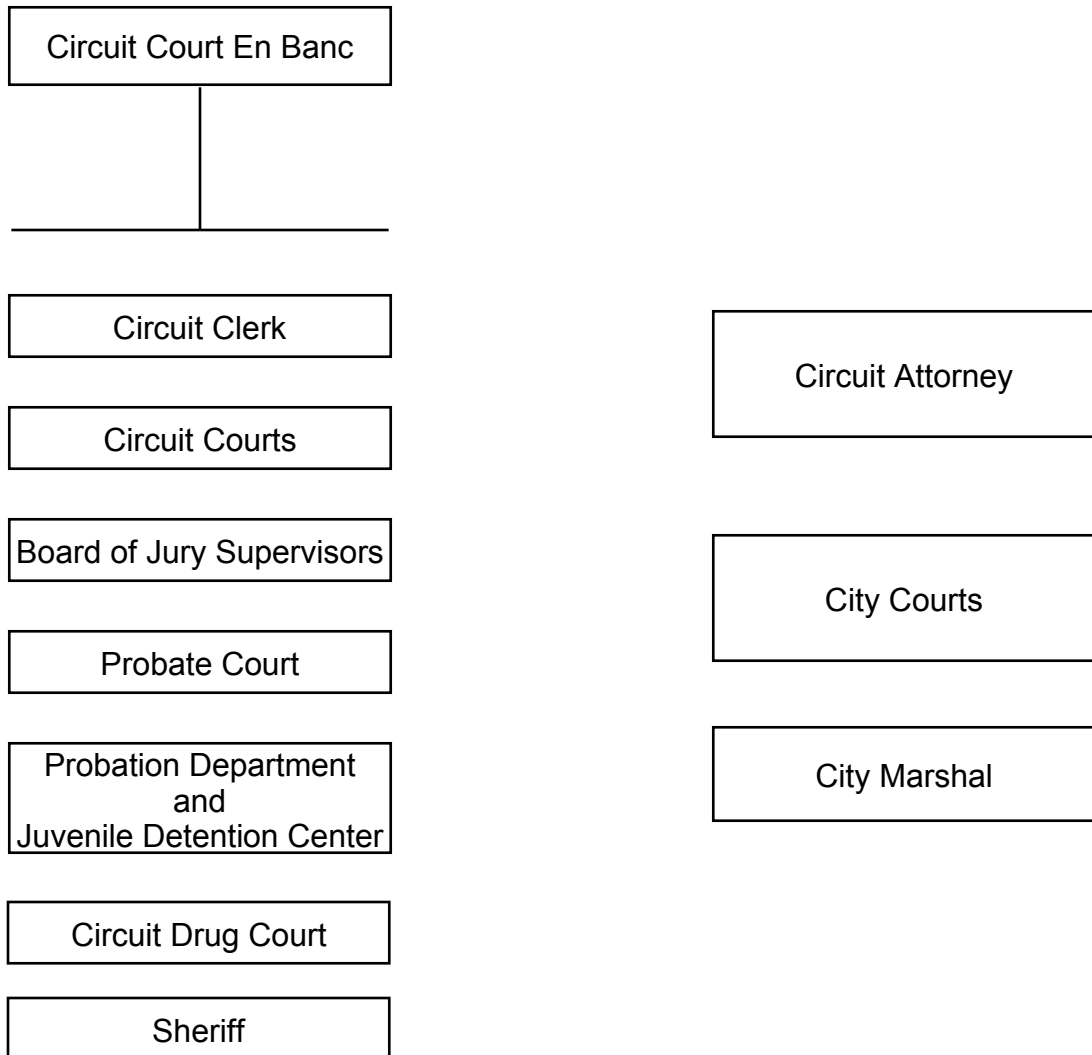
Performance Measurement	FY03	FY04	FY05
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General Fund Budget By Expenditure Category	Actual FY03	Budget FY04	Budget FY05
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	690,000	696,000	696,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$690,000</b>	<b>\$696,000</b>	<b>\$696,000</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$690,000</b>	<b>\$696,000</b>	<b>\$696,000</b>

Number of Full Time Positions	Actual FY03	Budget FY04	Budget FY05
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

## **JUDICIAL OFFICES**

# JUDICIAL OFFICES

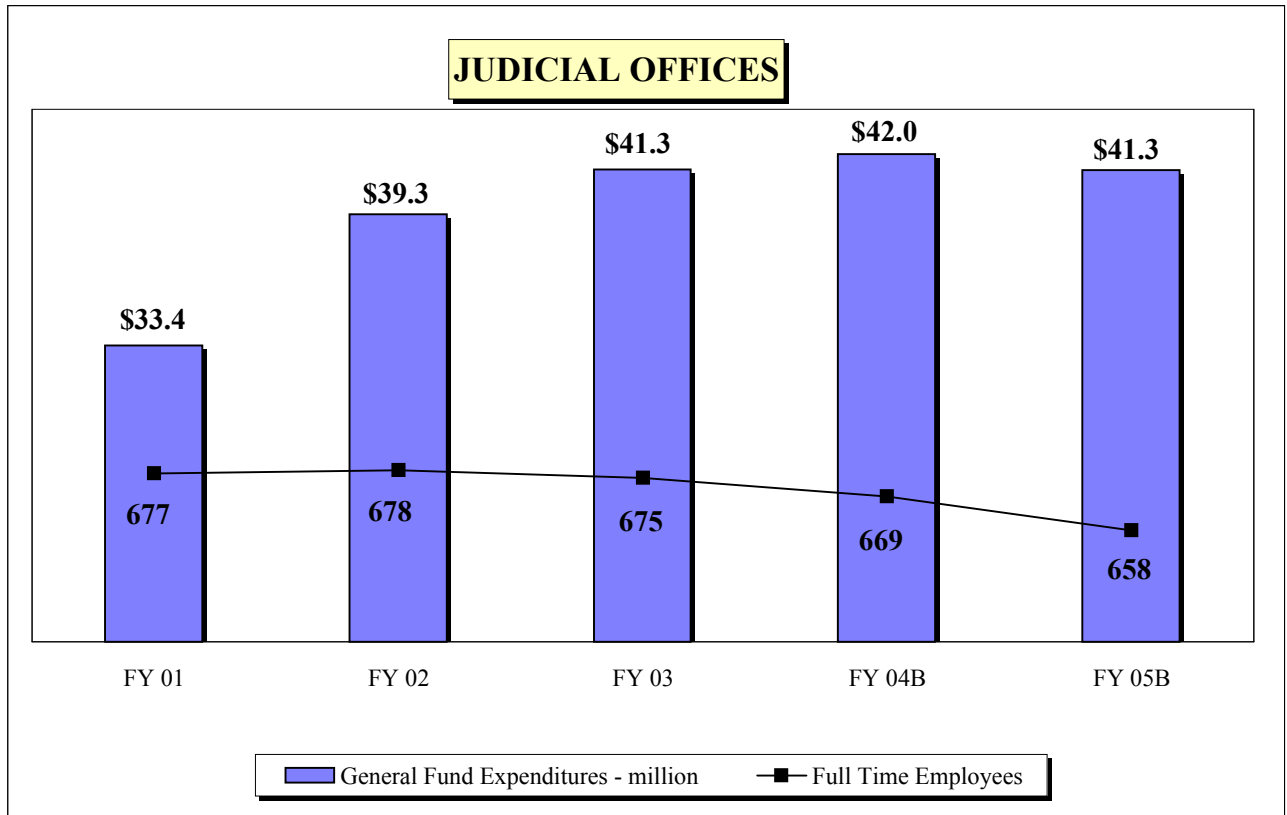


# JUDICIAL OFFICES

<b>Budget By Division</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
310 Circuit Clerk	845,032	1,264,119	1,237,737
311 Circuit Court (Court Administrator	7,644,988	7,403,240	6,996,117
312 Circuit Attorney	5,513,443	5,559,522	5,533,806
313 Board of Jury Supervisors	1,423,450	1,443,260	1,418,572
314 Probate Court	74,317	93,692	88,950
315 Sheriff	7,453,100	7,603,229	7,478,042
316 City Courts	2,790,472	2,911,892	2,652,043
317 City Marshal	1,065,612	1,087,289	1,095,722
320 Probation Dept. and Juvenile Det	14,237,606	14,343,711	14,468,960
321 Circuit Drug Court	251,084	283,709	290,770
<b>Total General Fund</b>	<b>\$41,299,104</b>	<b>\$41,993,663</b>	<b>\$41,260,719</b>
Grant and Other Funds	\$1,570,324	\$2,654,516	\$2,998,284
<b>Total Department All Funds</b>	<b>\$42,869,428</b>	<b>\$44,648,179</b>	<b>\$44,259,003</b>

<b>Personnel By Division</b>	<b>Actual FY03</b>	<b>Budget FY03</b>	<b>Budget FY05</b>
310 Circuit Clerk	1.0	1.0	1.0
311 Circuit Court (Court Administrator	71.0	74.0	73.0
312 Circuit Attorney	94.3	94.3	94.3
313 Board of Jury Supervisors	10.0	10.0	10.0
314 Probate Court	0.0	0.0	0.0
315 Sheriff	191.0	183.0	178.0
316 City Courts	39.0	38.0	36.0
317 City Marshal	25.0	25.0	24.0
320 Probation Dept. and Juvenile Det	244.1	243.8	241.4
321 Circuit Drug Court	0.0	0.0	0.0
<b>Total General Fund</b>	<b>675.4</b>	<b>669.1</b>	<b>657.6</b>
Grant and Other Funds	57.7	62.0	68.4
<b>Total Department All Funds</b>	<b>733.0</b>	<b>731.0</b>	<b>726.0</b>

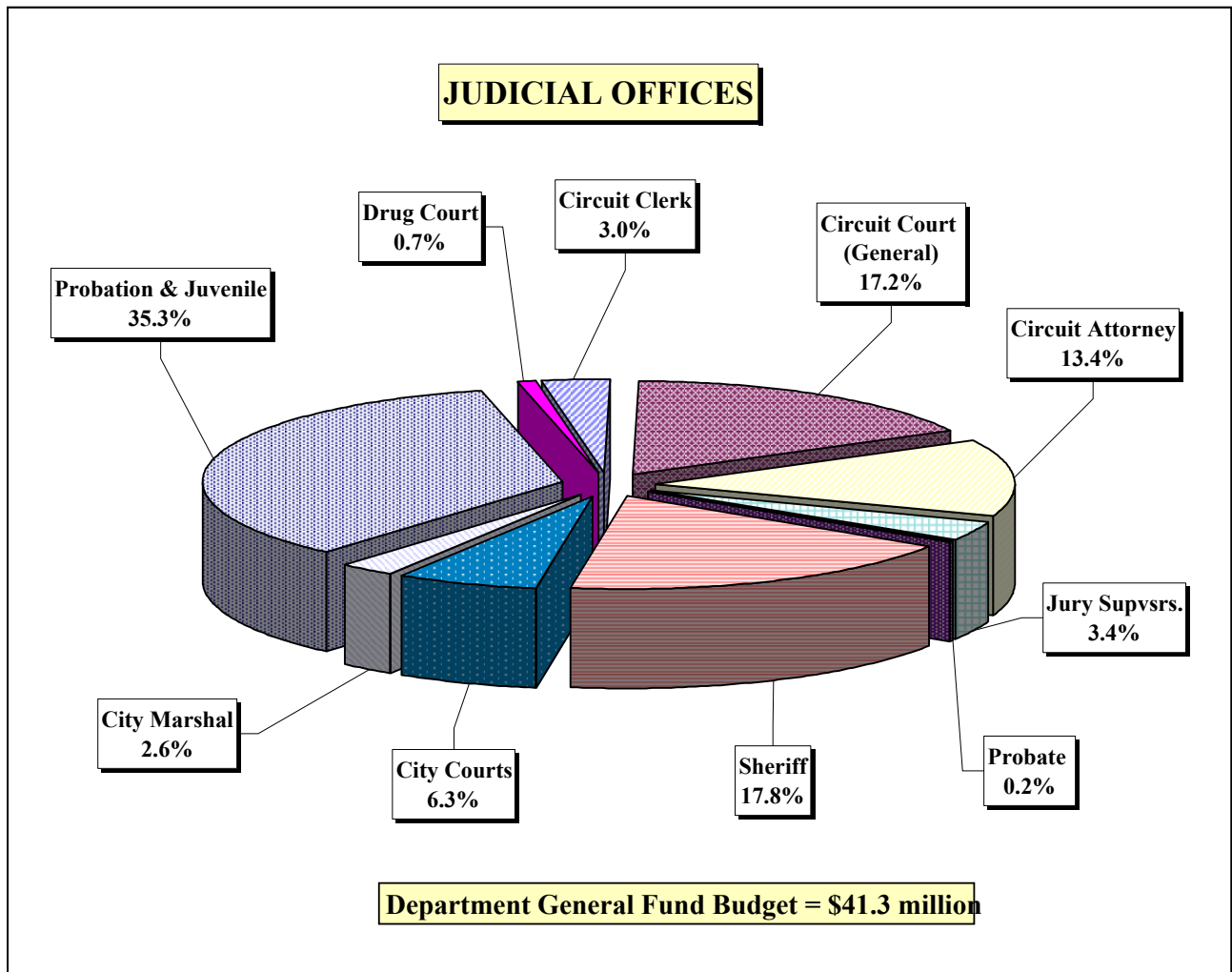
# JUDICIAL OFFICES



## Major Goals & Highlights

- o Realize operating savings in City Courts and over \$700,000 in additional general fund revenues as result of new parking ticket processing initiative
- o Based on actual cost experience, allocate \$400,000 less in contractual custodial and maintenance costs at Carnahan Courthouse
- o Maximize crime prosecution resources through the pursuit of grant funding in the Circuit Attorney's Office
- o Provide parking and or public transportation for 24,000 petit jurors
- o Provide over \$130,000 for attorney representation of indigent juveniles
- o Begin voluntary drug testing for parents and student defendants in Truancy Court

# JUDICIAL OFFICES



## Major Goals & Highlights

- o Broaden neighborhood justice system through Quality of Life Court, Mental Health Court, and Neighborhood Interventic Treatment Courts
- o Reallocate staffing assignments as result of reduction in deputy staffing at Sheriff's office

<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 310 Circuit Clerk</b>	

### **Mission & Services**

The Circuit Clerk is responsible for recording the judgments, rules, orders and other proceedings of the Circuit Court En Banc. The Circuit Clerk also handles and accounts for the funds generated from Circuit Court fees. As employees of this office are state employees, the budget for personal services contains only those salary costs of the position of Circuit Clerk.

### **FY05 Highlights**

In FY05, the Circuit Clerks office will begin a two phase upgrade of existing computer software to meet mandated requirements of the Office of the State Courts Administrator. Other changes in FY05 operating budget include increases in REJIS & computer service contract costs and a decrease in copier lease costs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	121,475	114,783	114,887
Materials and Supplies	295,624	350,790	369,400
Equipment, Lease & Assets	303,866	294,402	226,062
Contractual and Other Services	124,067	504,144	527,388
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$845,032</b>	<b>\$1,264,119</b>	<b>\$1,237,737</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$845,032</b>	<b>\$1,264,119</b>	<b>\$1,237,737</b>
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### **Number of Full Time Positions**

General Fund	1.0	1.0	1.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>

<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 311 Circuit Court (General)</b>	

### **Mission & Services**

The Circuit Court Administrator's Office is responsible for the overall administration of the Circuit Court in accordance with State and local court rules. Duties include budget preparation, personnel management for approximately 200 employees, data processing, pretrial release and the administration of the Juvenile Division.

### **FY05 Highlights**

With more than a year's experience of operating costs of the Carnahan Courthouse the Court has been able to reduce its budget for facilities maintenance to more reflect actual costs. FY05 budget costs for facility custodial and maintenance agreements have been reduced by approximately \$400,000.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	3,468,930	3,598,347	3,652,534
Materials and Supplies	310,445	353,750	344,585
Equipment, Lease & Assets	123,158	147,818	80,110
Contractual and Other Services	3,742,455	3,303,325	2,918,888
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$7,644,988</b>	<b>\$7,403,240</b>	<b>\$6,996,117</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$7,644,988</b>	<b>\$7,403,240</b>	<b>\$6,996,117</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	71.0	74.0	73.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>71.0</b>	<b>74.0</b>	<b>73.0</b>
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<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 312 Circuit Attorney</b>	

### **Mission & Services**

The Circuit Attorney's Office is responsible for the prosecution of all felony and misdemeanor crimes committed in the City of St. Louis, plus the enforcement of child support obligations on behalf of dependent children living within the City. The Circuit Attorney's office has also been awarded a number of grants in recent years that are earmarked for the prosecution of crimes related to drugs and gun violence.

### **FY05 Highlights**

The FY05 budget reflects funding agreements enacted in the previous fiscal year with the Housing Authority for prosecution work related to crimes on or involving Housing Authority properties as well as additional grant funded prosecution efforts.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	5,128,128	5,147,822	5,123,631
Materials and Supplies	90,294	79,900	79,000
Equipment, Lease & Assets	64,004	61,875	61,350
Contractual and Other Services	231,017	269,925	269,825
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$5,513,443</b>	<b>\$5,559,522</b>	<b>\$5,533,806</b>
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Grant and Other Funds	\$1,418,208	\$2,563,068	2,891,058
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<b>Total Budget All Funds</b>	<b>\$6,931,651</b>	<b>\$8,122,590</b>	<b>\$8,424,864</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	94.3	94.3	94.3
Other	38.8	44.8	49.8

<b>Total</b>	<b>133.0</b>	<b>139.0</b>	<b>144.0</b>
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<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 313 Board of Jury Supervisors</b>	

### **Mission & Services**

The Board of Jury Supervisors exercises a general supervisory control over the Jury Commissioner and the method of obtaining jurors for the Circuit Court. The budget for this division consists of the office of the Jury Commissioner and includes funds for the payment of juror fees and expenses.

### **FY05 Highlights**

Anticipated juror expenses are based on an estimate of 24,000 petit jurors serving an average of 2 days, four grand juries and one sequestered jury. Seated jurors are currently paid \$18 per day of which \$6 is reimbursed to general revenue by the state.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	445,712	441,776	458,581
Materials and Supplies	38,592	41,513	41,348
Equipment, Lease & Assets	22,696	12,229	8,179
Contractual and Other Services	916,450	947,742	910,464
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,423,450</b>	<b>\$1,443,260</b>	<b>\$1,418,572</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,423,450</b>	<b>\$1,443,260</b>	<b>\$1,418,572</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	10.0	10.0	10.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>10.0</b>	<b>10.0</b>	<b>10.0</b>
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<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 314 Probate Court (Probate Judge)</b>	

### **Mission & Services**

The Probate Division is responsible for hearing cases and making orders pertaining to the appointment of guardians and conservators for incapacitated and disabled persons and for minors. The division also provides for the appointment of personal representatives for decedent estates, the oversight of estates and guardianships and involuntary civil commitments.

### **FY05 Highlights**

The FY05 budget reflects the addition of \$6,500 for computer equipment replacement, offset with a \$10,000 reduction in office and computer contractual services.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	0	0	0
Materials and Supplies	37,488	41,550	58,500
Equipment, Lease & Assets	18,986	28,542	11,950
Contractual and Other Services	17,843	23,600	18,500
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$74,317</b>	<b>\$93,692</b>	<b>\$88,950</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$74,317</b>	<b>\$93,692</b>	<b>\$88,950</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 315 Sheriff</b>	

### **Mission & Services**

The Sheriff's Office is responsible for the security of the thirty-one divisional courtrooms of the Circuit Court and the transportation of prisoners between the Courts and detention facilities. The Sheriff also has the duty of serving court papers and eviction notices and issuing jury summons and gun permits.

### **FY05 Highlights**

Staffing assignments will require adjusting in FY05 as the budget reflects a reduction in the number of deputy positions.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	7,235,295	7,278,804	7,218,620
Materials and Supplies	51,159	36,000	70,600
Equipment, Lease & Assets	14,761	36,925	15,750
Contractual and Other Services	151,885	251,500	173,072
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$7,453,100</b>	<b>\$7,603,229</b>	<b>\$7,478,042</b>
Grant and Other Funds	\$28,145	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$7,481,245</b>	<b>\$7,603,229</b>	<b>\$7,478,042</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	191.0	183.0	178.0
Other	0.0	0.0	0.0
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<b>Total</b>	<b>191.0</b>	<b>183.0</b>	<b>178.0</b>

<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 316 City Courts</b>	

### **Mission & Services**

The Court's mission is to expediently deal with these cases, bring restitution to the affected victim(s) and refer the defendant to treatment and assistance from existing City and private sector programs. The Municipal Division of the St. Louis Circuit Court (City Courts) is structured into five court divisions that hear St. Louis City traffic violation cases, housing, sanitation and other ordinance violation cases.

### **FY05 Highlights**

The FY05 budget reflects a reduction in the number of staff resulting from a new initiative to streamline the processing of parking tickets. This new effort should provide an increase in total City Court revenue while reducing the volume of work previously handled by the traffic violations bureau of City Courts.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	1,626,453	1,636,366	1,551,993
Materials and Supplies	6,753	14,000	18,000
Equipment, Lease & Assets	336,571	360,326	364,850
Contractual and Other Services	820,695	901,200	717,200
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,790,472</b>	<b>\$2,911,892</b>	<b>\$2,652,043</b>
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Grant and Other Funds	\$123,971	\$27,419	\$30,402
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<b>Total Budget All Funds</b>	<b>\$2,914,443</b>	<b>\$2,939,311</b>	<b>\$2,682,445</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	39.0	38.0	36.0
Other	0.0	1.0	1.0

<b>Total</b>	<b>39.0</b>	<b>39.0</b>	<b>37.0</b>
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<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 317 City Marshal</b>	

### **Mission**

The City Marshal provides courtroom security for the four courtrooms of the City Courts as well as the entrances and other areas of City Courts. The City Marshal is also responsible for City Court prisoners seen over video-link, those brought over from the Sheriff's office and individual arrests out of court. The City Marshal also provides security for City Hall.

### **FY05 Highlights**

In FY05, the City Marshal will strive to enhance FY04 accomplishments with particular focus on the truancy court effort to begin voluntary drug testing for parents and student defendants, facilitating treatment for defendants in the Drug and Alcohol court and implementing defendant evaluation and documentation in the Mental Health Court. With the pending sale of the City building at 1300 Convention Plaza, security services will no longer be required at that facility.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,044,113	1,042,089	1,060,522
Materials and Supplies	16,871	10,500	10,500
Equipment, Lease & Assets	2,878	28,800	18,800
Contractual and Other Services	1,750	5,900	5,900
Debt Service and Special Charges	0	0	
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<b>Total General Fund</b>	<b>\$1,065,612</b>	<b>\$1,087,289</b>	<b>\$1,095,722</b>
Grant and Other Funds	\$0	\$64,029	\$76,824
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,065,612</b>	<b>\$1,151,318</b>	<b>\$1,172,546</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	25.0	25.0	24.0
Other	1.0	2.0	2.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>26.0</b>	<b>27.0</b>	<b>26.0</b>

<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 320 Probation Dept. &amp; Juvenile Detention Center</b>	

### **Mission & Services**

The purpose of the Juvenile Division is to facilitate the care, protection and discipline of children who come under the jurisdiction of the Juvenile Court. The Juvenile Court has jurisdiction of delinquency and status offense matters up to the seventeenth birthday, and abuse and neglect matters up to the eighteenth birthday. Contained within the Juvenile Division budget is the cost of institutional care for delinquent juveniles.

### **FY05 Highlights**

The FY05 budget includes payments for contract attorneys who represent indigent juveniles. These costs were previously funded through the City Counselor's office.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	12,224,448	12,116,119	12,352,732
Materials and Supplies	406,622	415,460	357,283
Equipment, Lease & Assets	201,759	216,393	119,834
Contractual and Other Services	1,404,777	1,595,739	1,639,111
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$14,237,606</b>	<b>\$14,343,711</b>	<b>\$14,468,960</b>
Grant and Other Funds	\$284,639	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$14,522,245</b>	<b>\$14,343,711</b>	<b>\$14,468,960</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	244.1	243.8	241.4
Other	17.9	14.2	15.6
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<b>Total</b>	<b>262.0</b>	<b>258.0</b>	<b>257.0</b>

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<b>Department: Judicial Offices</b>	<b>Division Budget</b>
<b>Division: 321 Circuit Drug Court</b>	

### **Mission & Services**

The Circuit Drug Court was established as a separate cost center with a general fund subsidy in FY03. The purpose of the Drug Court is to address those defendants appearing habitually before the court on drug offenses and intervene with a system of counseling and treatment. The program is funded in part by Local Law Enforcement block grant funds secured the Division of Neighborhood Stabilization.

### **FY05 Highlights**

In FY05, nearly \$300,000 in Local Law Enforcement block grant funds will be made available in support of the operations of the drug court.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	0	0	33,700
Materials and Supplies	15,395	34,100	0
Equipment, Lease & Assets	4,483	3,825	0
Contractual and Other Services	231,206	245,784	257,070
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$251,084</b>	<b>\$283,709</b>	<b>\$290,770</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$251,084</b>	<b>\$283,709</b>	<b>\$290,770</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
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## **COUNTY OFFICES**

# COUNTY OFFICES

Tax Equalization Board

Election and Registration

Recorder of Deeds

Treasurer

Medical Examiner

# COUNTY OFFICES

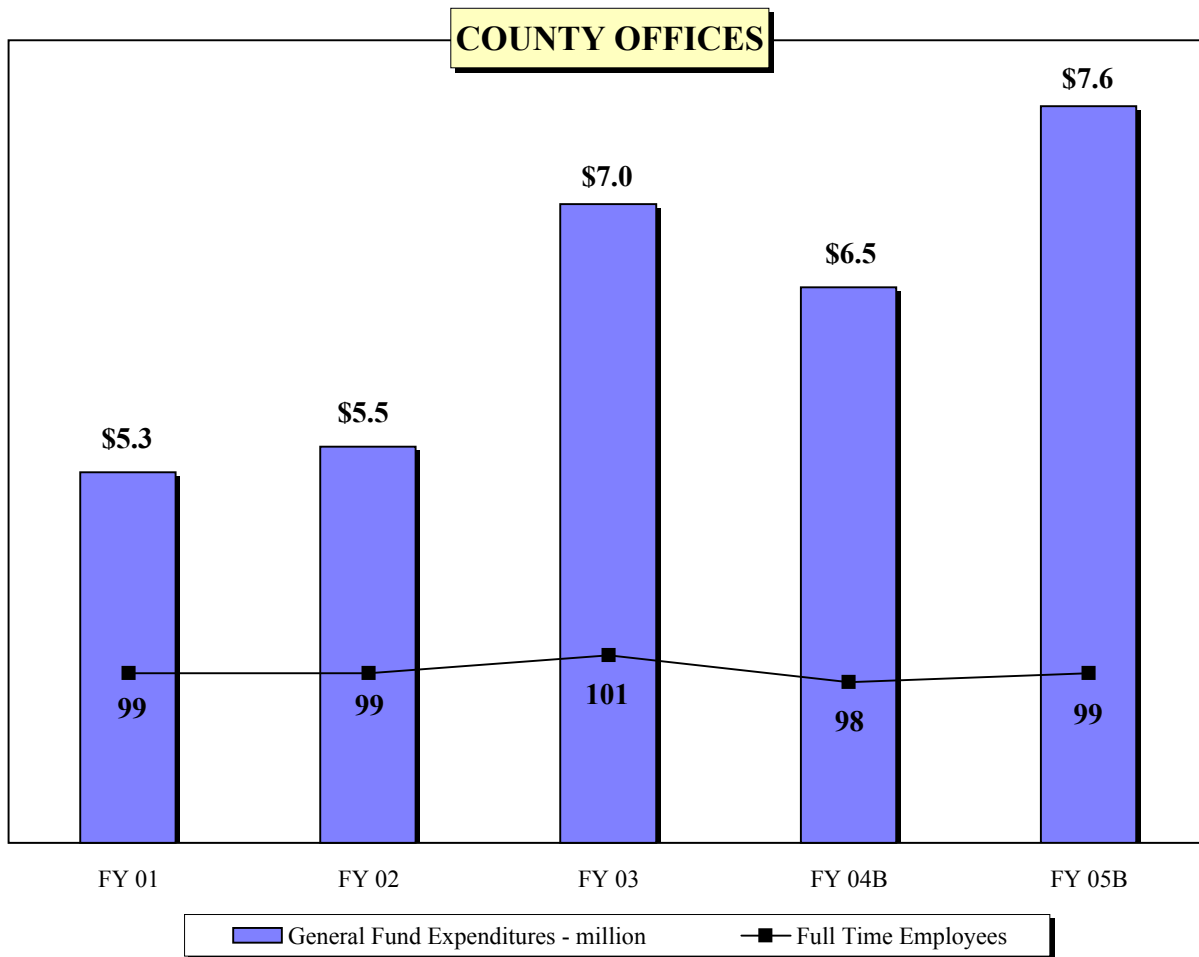
Budget By Division	Actual FY03	Budget FY04	Budget FY05
330 Tax Equalization Board	8,870	15,400	10,400
333 Recorder of Deeds	2,190,048	2,227,019	2,224,483
334 Election and Registration	2,661,331	2,041,003	3,185,177
335 Medical Examiner	1,446,191	1,542,190	1,559,155
340 Treasurer	671,719	637,063	610,719
<b>Total General Fund</b>	<b>\$6,978,159</b>	<b>\$6,462,675</b>	<b>\$7,589,934</b>
Grant and Other Funds	\$0	\$125,000	\$125,000
Convention and Sports Facility Trust	\$5,500,000	\$6,050,000	\$5,815,000
Rams Practice Facility Fund	\$0	\$0	\$0
<b>Total Department All Funds</b>	<b>\$12,478,159</b>	<b>\$12,637,675</b>	<b>\$13,529,934</b>

Personnel By Division	Actual FY03	Budget FY04	Budget FY05
330 Tax Equalization Board	0.0	0.0	0.0
333 Recorder of Deeds	46.0	45.0	45.0
334 Election and Registration	32.0	31.0	32.0
335 Medical Examiner	12.0	12.0	12.0
340 Treasurer	11.0	10.0	10.0
<b>Total General Fund</b>	<b>101.0</b>	<b>98.0</b>	<b>99.0</b>
Grant and Other Funds	0.0	0.0	0.0
<b>Total Department All Funds</b>	<b>101.0</b>	<b>98.0</b>	<b>99.0</b>

## Additional County Offices

In addition to the above, the City also maintains Offices of the Collector of Revenue and the License Collector. These offices are established by state law as fee offices, or offices that derive operating funds from commissions on the revenues they collect. The total operating budgets for these two offices are not subject to annual appropriation and total about \$6.0 million and \$1.4 million respectively. Typically, as commissions will exceed the cost of operations, unexpended "surplus commissions" are paid to the City's General Fund.

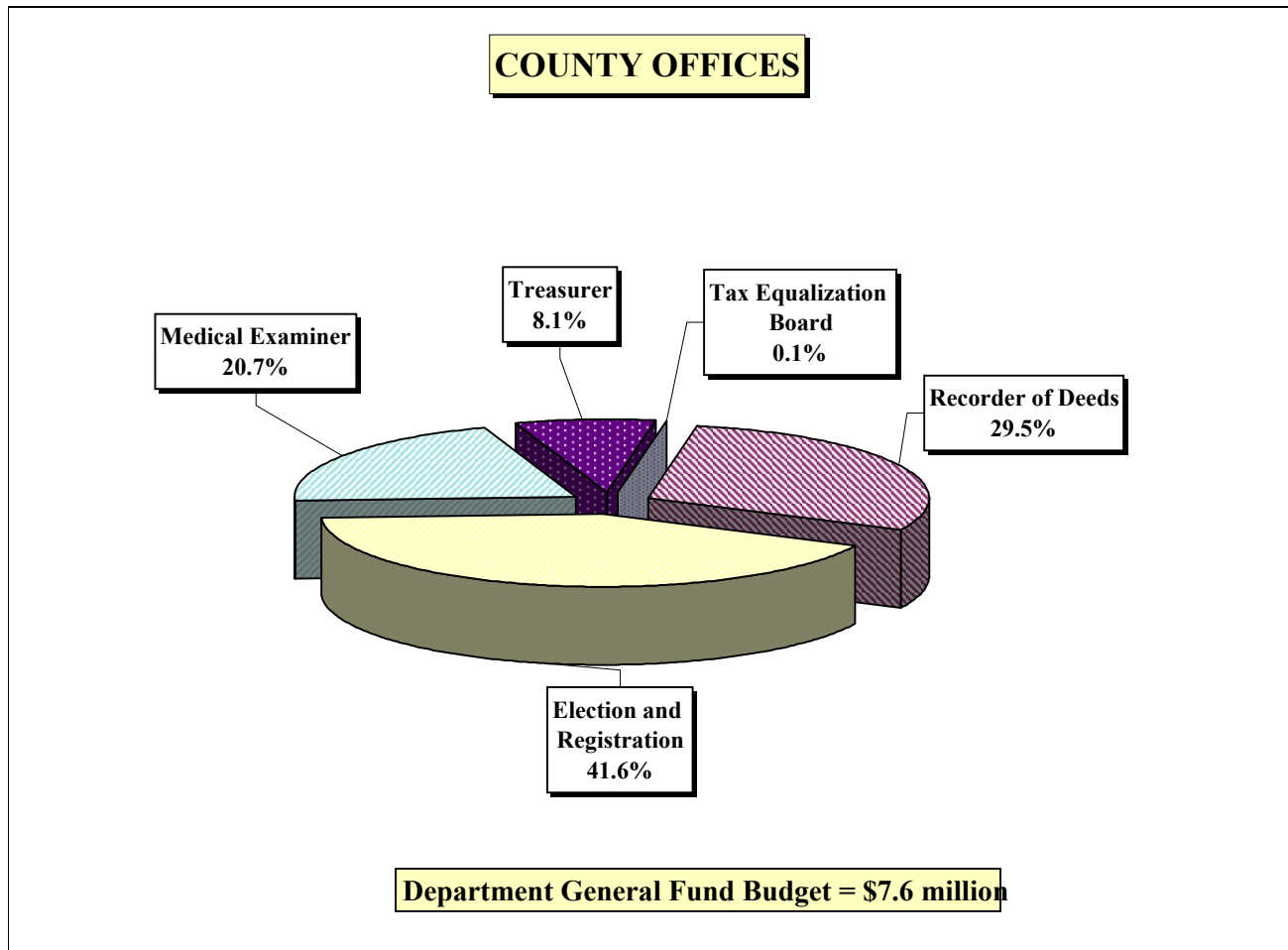
# COUNTY OFFICES



## Major Goals & Highlights

- o Appropriate \$5.8M in hotel tax revenues from the Sports Facility trust fund for annual support of convention center debt
- o Appropriate \$5.8M in hotel tax revenues from the Sports Facility trust fund for annual support of convention center debt
- o Become first recorder's office in state to accept filings over the internet

# COUNTY OFFICES



## Major Goals & Highlights

- o Continue Treasurer efforts in implementing new process for issuing/handling parking violations
- o Conduct approximately 700 post mortem examinations through the Medical Examiners office

<b>Department: County Offices</b>	<b>Division Budget</b>
<b>Division: 330 Tax Equalization Board</b>	

### **Mission & Services**

The Tax Equalization Board serves as the review board for the purpose of equalizing the valuation of merchants and manufacturer's tax return statements. Appointed by the Mayor, the Board has the power to review, adjust and correct the license and license tax books, determine as far as possible whether all persons have been listed who are required to have a license or pay a license tax and whether all persons have made correct returns as required by law or City ordinances.

### **FY05 Highlights**

The annual appropriation consists of compensation to members of the Board for days in session and for incidental costs related Board meetings. The reduction in FY05 is calculated to reflect recent actual expenditures.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	8,745	15,000	10,000
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	125	400	400
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$8,870</b>	<b>\$15,400</b>	<b>\$10,400</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$8,870</b>	<b>\$15,400</b>	<b>\$10,400</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Department: County Offices</b>	<b>Division Budget</b>
<b>Division: 331 License Collector - Convention &amp; Sports Facility Trust Funds</b>	

### **Mission & Services**

The City Convention and Sports Facility Trust Fund was authorized by state statute primarily to facilitate debt payments on the City's convention center. The source of revenue to the fund is the 3.5% tax on hotel room sales and is collected monthly by the License Collector. Proceeds from the tax are deposited in the trust fund before being transferred to the General Fund for purposes of retiring the convention center debt. Payments on the debt itself are contained in the 190 City-Wide Accounts.

### **FY05 Highlights**

The FY05 budget reflects a slight increase in anticipated revenues from the previous fiscal year after accounting for a projected draw of approximately \$300,000 in previously unappropriated funds.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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Convention & Sports Facility Fund	\$5,500,000	\$6,050,000	\$5,815,000
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<b>Total Budget All Funds</b>	<b>\$5,500,000</b>	<b>\$6,050,000</b>	<b>\$5,815,000</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
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<b>Department: County Offices</b>	<b>Division Budget</b>
<b>Division: 333 Recorder of Deeds</b>	

### **Mission & Services**

The Office of the Recorder of Deeds is the public library of records related to marriage licenses, birth and death records and real estate records for the City of St. Louis. The mission of the office is to preserve the records in perpetuity and provide public access to nearly 250 years of history on the property and people of the City of St. Louis. The office also accepts filings which affect title to the personal property of a commercial interest; microfilms all recorded documents; and issues civil marriage licenses.

### **FY05 Highlights**

The Recorder of Deeds will be accepting electronic filings over the internet being the first recorder's office in the State of Missouri to offer this service. The Recorder's office will continue its conversion of microfilmed records to file images available for viewing on the internet.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,899,538	1,868,019	1,918,483
Materials and Supplies	44,205	41,800	43,000
Equipment, Lease & Assets	33,920	79,700	26,000
Contractual and Other Services	212,385	237,500	237,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$2,190,048</b>	<b>\$2,227,019</b>	<b>\$2,224,483</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$2,190,048</b>	<b>\$2,227,019</b>	<b>\$2,224,483</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	46.0	45.0	45.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>46.0</b>	<b>45.0</b>	<b>45.0</b>



**Department: County Offices****Division Budget****Division: 334 Board of Election Commissioners****Mission & Services**

The Board of Election Commissioners for the City of St. Louis is a state agency mandated by state law for the purpose of conducting all public elections within the City. The Board of Election Commissioner's staff is responsible for the registration of voters and maintenance of the City's voter registration records. The budget for the Board of Elections is cyclical following election year cycles.

**FY05 Highlights**

In FY05 the Board of Election Commissioners has 4 scheduled elections; one state primary in August, 2004, the state general election in November 2004, a municipal primary in March 2005 and a municipal general election in April, 2005. The budget for FY05 reflects the increases associated with the cost of running these elections.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,866,934	1,498,563	2,195,525
Materials and Supplies	159,746	153,040	263,324
Equipment, Lease & Assets	221,532	214,000	278,228
Contractual and Other Services	413,119	175,400	448,100
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$2,661,331</b>	<b>\$2,041,003</b>	<b>\$3,185,177</b>
Grant and Other Funds	\$286,245	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$2,947,576</b>	<b>\$2,041,003</b>	<b>\$3,185,177</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	32.0	31.0	32.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>32.0</b>	<b>31.0</b>	<b>32.0</b>

<b>Department: County Offices</b>	<b>Division Budget</b>
<b>Division: 335 Medical Examiner</b>	

### **Mission & Services**

The Medical Examiner's primary responsibility is to investigate deaths in the City that occur as a result of unusual or suspicious circumstances as well as for certain deaths that by law fall under its jurisdiction. These death investigations may require a post-mortem examination which includes radiology, toxicology, histology, chemistry, microbiology and other special exams as needed. Special a through investigation of the death by the office's Medicolegal Investigators.

### **FY05 Highlights**

Efforts will continue to archive and code the old Coroner records as well as the current and past records of the Medical Examiner's office.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Conduct medical examinations	700	700	700
o Histology services	3,600	3,600	3,600
o Livery/funeral home services	745	600	664
o Provide for city burials	24	14	14
o Provide indigent cemetery plots	14	14	14

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	546,462	604,686	629,393
Materials and Supplies	16,305	20,500	19,000
Equipment, Lease & Assets	23,254	8,100	6,600
Contractual and Other Services	860,170	908,904	904,162
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,446,191</b>	<b>\$1,542,190</b>	<b>\$1,559,155</b>
Grant and Other Funds	\$0	\$125,000	\$125,000
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,446,191</b>	<b>\$1,667,190</b>	<b>\$1,684,155</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	12.0	12.0	12.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>12.0</b>	<b>12.0</b>	<b>12.0</b>

<b>Department: County Offices</b>	<b>Division Budget</b>
<b>Division: 340 Treasurer</b>	

### **Mission & Services**

The Treasurer's Office controls and monitors all the bank accounts of the City. There are currently over 30 accounts under this office's control. Through daily contact with the Comptroller's Office and detailed reconciliation of these accounts, this office provides a check and balance for the Comptroller's office. The Treasurer's Office issues all payroll deductions. The Treasurer is also responsible for making all investments for the City. This includes purchasing, selling and auditing the earnings on these investments as well as ensuring that City funds are safe and secure.

### **FY05 Highlights**

As overseer of Parking Meter operations, the Treasurer's office was instrumental in implementing a new initiative for streamlining the processing of parking violations. As a result, the municipal courts will see reduced operating expenses and both the general fund and parking meter funds should benefit from an estimated \$2.3M combined increase in revenues collected in FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	653,098	612,073	581,767
Materials and Supplies	4,197	4,450	5,250
Equipment, Lease & Assets	1,424	2,000	2,000
Contractual and Other Services	13,000	18,540	21,702
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$671,719</b>	<b>\$637,063</b>	<b>\$610,719</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$671,719</b>	<b>\$637,063</b>	<b>\$610,719</b>
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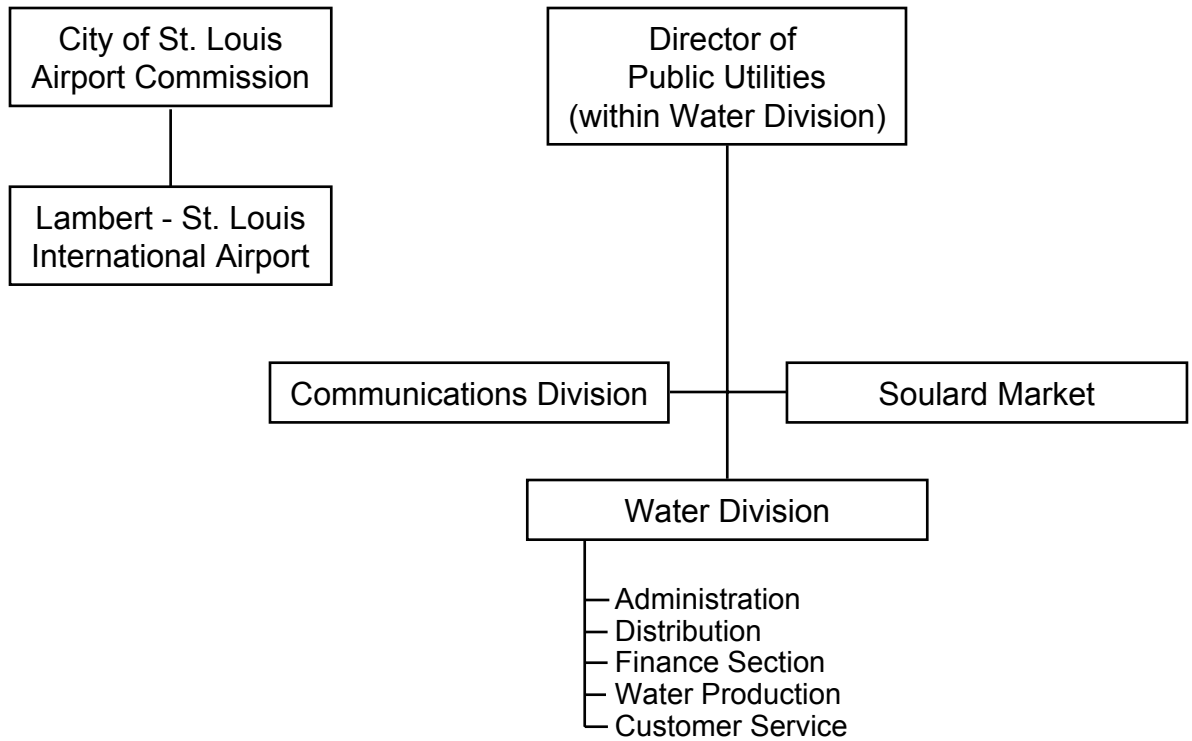
<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	11.0	10.0	10.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>11.0</b>	<b>10.0</b>	<b>10.0</b>
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## **PUBLIC UTILITIES**

# DEPARTMENT OF PUBLIC UTILITIES



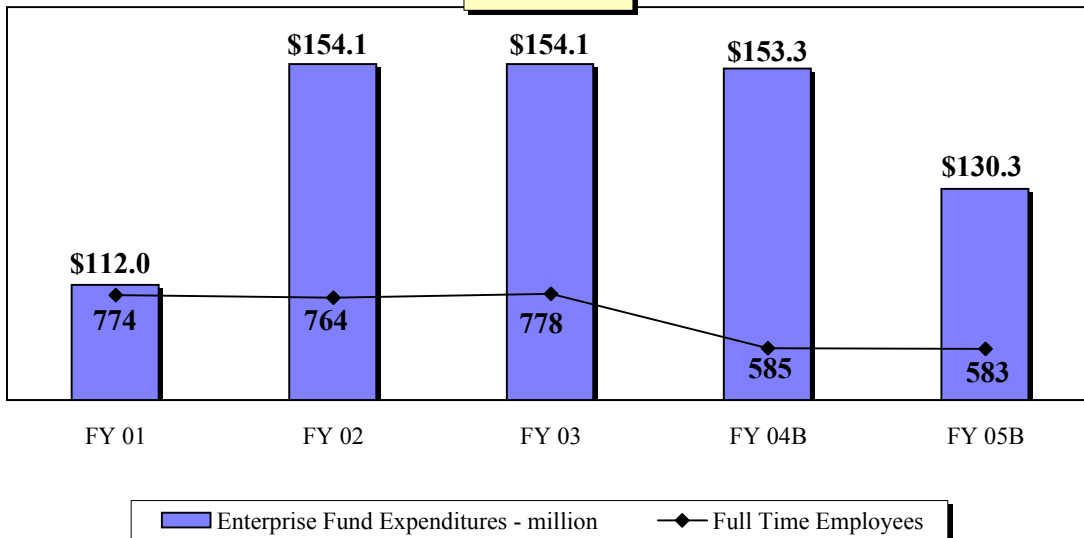
# PUBLIC UTILITIES

Budget By Division	Actual FY03	Budget FY04	Budget FY05
414 Souldard Market	241,008	252,362	241,030
<b>Total General Fund</b>	<b>\$241,008</b>	<b>\$252,362</b>	<b>\$241,030</b>
414 Souldard Market Grant Funds	\$0	\$0	\$0
401 Communications Division	\$1,806,107	\$1,419,890	\$1,250,894
415 Water Division	\$42,868,097	\$48,013,283	\$48,649,195
420 City of St. Louis Airport Commissi	\$192,778,779	\$153,291,296	\$130,254,276
<b>Total Department All Funds</b>	<b>\$237,693,991</b>	<b>\$202,976,831</b>	<b>\$180,395,395</b>

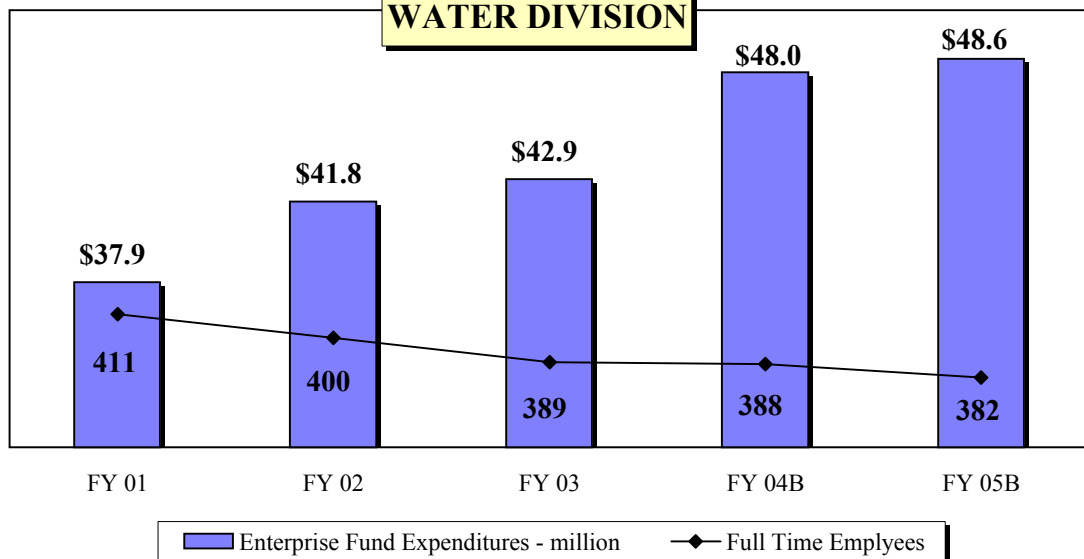
Personnel By Division	Actual FY03	Budget FY04	Budget FY05
414 Souldard Market	4.0	4.0	4.0
<b>Total General Fund</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>
401 Communications Division	19.0	18.0	17.0
415 Water Division	389.0	388.0	382.0
420 City of St. Louis Airport Commissi	778.0	585.0	583.0
<b>Total Department All Funds</b>	<b>1,190.0</b>	<b>995.0</b>	<b>986.0</b>

# PUBLIC UTILITIES

## AIRPORT



## WATER DIVISION

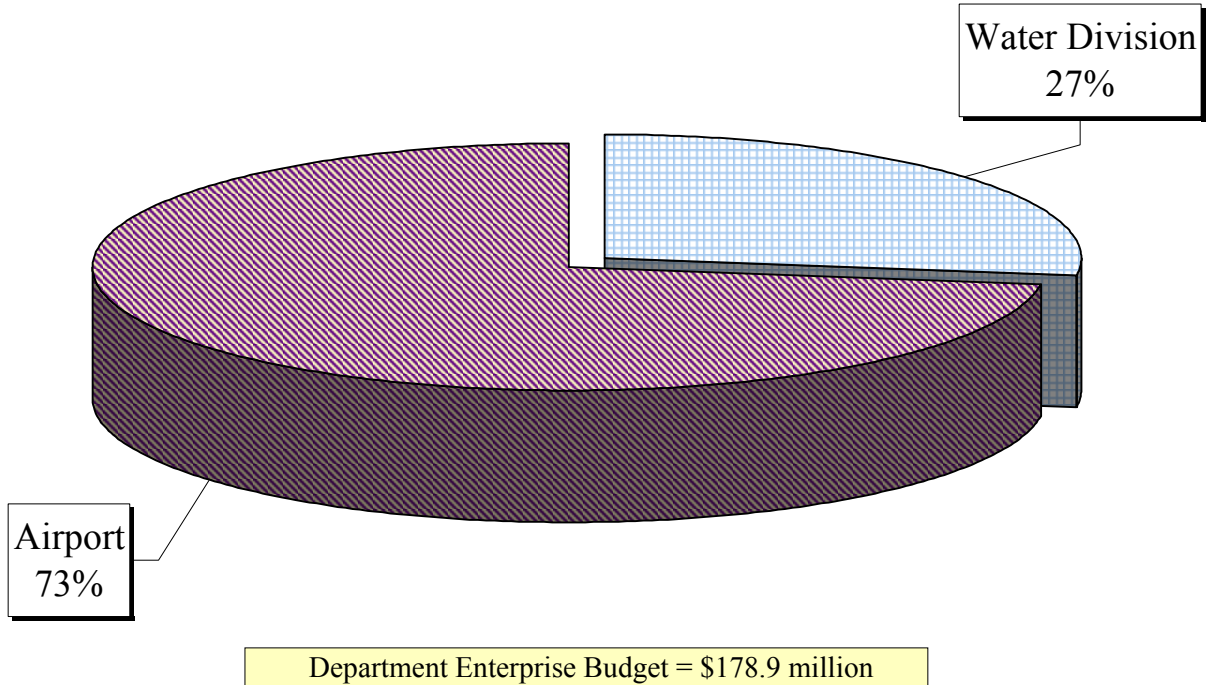


## Major Goals & Highlights

- o Realize \$23,000 in annual trash hauling savings through waste reduction efforts at Soulard Market
- o Service approximately 100,000 customer accounts at City Water Division
- o Conduct replacement of fire emergency vehicles at Lambert Intl. Airport

# PUBLIC UTILITIES

## ENTERPRISE FUNDS



## Major Goals & Highlights

- o Upgrade all electrical panels and grids of Water Division power and pumping section
- o Continue to improve voucher speed at Water Div. finance section
- o Expand and upgrade existing access control and Water Division facilities surveillance systems
- o Monitor telecommunications legislative developments on state and national level to protect City's prerogatives and right-of-way interests
- o Maintain and service approximately 15,000 fire hydrants and 1,400 miles of water mains
- o Continue efforts to add flights at Lambert International Airport
- o Maintain Water Div. lost call rate at less than 5%



**Department: Public Utilities****Division Budget****Division: 401 Communications Division****Mission & Services**

The Communications Division enforces the cable franchise ordinances, acting as agency for the Board of Aldermen. In this capacity, the Division monitors the performance of the cable franchise grantee and resolves complaints received from subscribers. Technical performance is monitored with regular inspections of cable installations and plant construction. In addition, the Division enforces Chapter 23.64 City Code, pertaining to telecommunications networks built in the City by private businesses and institutions. Such builders are licensed by the Division and their construction is inspected by Division staff.

**FY05 Highlights**

Performance Measurement	FY03	FY04	FY05
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General Fund Budget By Expenditure Category	Actual FY03	Budget FY04	Budget FY05
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Personal Services	1,288,755	1,155,838	1,090,657
Materials and Supplies	63,087	55,652	48,752
Equipment, Lease & Assets	177,775	21,300	20,985
Contractual and Other Services	276,490	187,100	90,500
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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Cable Fund	\$1,806,107	\$1,419,890	\$1,250,894
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<b>Total Budget All Funds</b>	<b>\$1,806,107</b>	<b>\$1,419,890</b>	<b>\$1,250,894</b>
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Number of Full Time Positions	Actual FY03	Budget FY04	Budget FY05
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General Fund	0.0	0.0	0.0
Other	19.0	18.0	17.0

<b>Total</b>	<b>19.0</b>	<b>18.0</b>	<b>17.0</b>
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**Mission & Services**

Soulard Market's mission is to provide a safe, inviting, efficient and customer friendly market for the citizens of St. Louis who have come to expect quality produce and other merchandise from this historic landmark. Soulard Farmer's Market has been serving the St. Louis metropolitan area for over 200 years and has been owned and operated by the City of St. Louis since 1842. Revenues from the market are generated through leases to vendors and are used to support the market's operation. The market is still one of the rare community gathering places where up to 500,000 neighbors, families and friends come together each year for the simple purpose of buying the basics and supporting up to 500 people who make their living at the Market.

**FY05 Highlights**

In the past year Soulard Market has increased market revenues at over 5%, added 14 stands and has worked with vendors to reduce the amount of solid waste at the market thereby producing savings of \$23,000 per year in trash hauling costs. The FY05 budget reflects this reduced waste hauling cost.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Lease 11 store spaces - occupancy	100%	100%	100%
o Lease 136 market stds - occupancy	92%	92%	95%
o Market Revenue	\$212,625	\$220,000	\$220,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Personal Services	144,483	155,050	160,960
Materials and Supplies	4,713	4,800	4,800
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	91,812	92,512	75,270
	0	0	0
<b>Total General Fund</b>	<b>\$241,008</b>	<b>\$252,362</b>	<b>\$241,030</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$241,008</b>	<b>\$252,362</b>	<b>\$241,030</b>
<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	4.0	4.0	4.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>

<b>Department: Public Utilities</b>	<b>Division Budget</b>
<b>Division: 415 Water Division</b>	

### **Mission & Services**

The Water Division's mission is to efficiently provide a plentiful supply of the highest quality drinking water and outstanding service to its valued customers. The Water Division provides over 50 billion gallons of water annually to City residents, businesses and other customers. The Water Division operates as an enterprise fund; that is, the cost of providing services is financed through user charges and revenues generated through its own operations rather than through the general funds of the City.,

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	20,218,708	19,951,643	20,038,545
Materials and Supplies	7,831,424	7,906,200	8,153,300
Equipment, Lease & Assets	1,339,836	1,323,750	1,281,900
Contractual and Other Services	9,444,329	14,766,690	15,090,450
Debt Service and Special Charges	4,033,800	4,065,000	4,085,000

<b>Total</b>	<b>\$42,868,097</b>	<b>\$48,013,283</b>	<b>\$48,649,195</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	389.0	387.0	382.0

<b>Department: Public Utilities</b>	<b>Program Budget</b>
<b>Division: 415 Water Division</b>	
<b>Program: 01 Administration</b>	

### **Mission & Services**

The Administration Program provides overall direction and human resources support to the various operational sections of the Water Division. This program is responsible for promoting safety, health awareness, job training, motivational training, and maintenance of employee records. The Administrative section of the Water Division also is responsible for the Kingshighway facility, division-wide telephone systems and office management functions for offices of both the Water Commissioner and Director of Public Utilities.

### **FY05 Highlights**

In FY05, the Administrative group will continue to expand and upgrade the existing access control and facilities surveillance systems as well as the computer network system on which it is based. The training program will continue to expand toward a goal of 40 hours per employee in 2008. Efforts will be maintained to keep workers compensation frequency and severity rates below industry standards.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Respond to network trouble < 30 min.	98%	100%	100%
o Respond to PC trouble < 2 hrs.	90%	100%	100%
o Days to configure new pc's	21	45	14
o Unscheduled downtime - network hrs.	12	4	2
o % of Employees issued badges	N/A	100%	100%
o % of Employee badges replaced<1day	N/A	99%	100%

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Personal Services	1,939,755	1,912,205	1,758,158
Materials and Supplies	49,485	63,700	67,700
Equipment, Lease & Assets	19,394	109,200	34,500
Contractual and Other Services	797,238	965,500	950,500
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>\$2,805,872</b>	<b>\$3,050,605</b>	<b>\$2,810,858</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Total	15.0	16.0	14.0

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<b>Department: Public Utilities</b>	<b>Program Budget</b>
<b>Division: 415 Water Division</b>	
<b>Program: 02 Distribution</b>	

### **Mission & Services**

The Distribution program's mission is to efficiently provide a plentiful supply of the highest quality drinking water while providing outstanding service to its valued customers. Through the Distribution System, the City maintains and services approximately 22,000 valves, over 15,000 fire hydrants, and approximately 1,400 miles of water mains. The Distribution section includes the meter and tap program, engineering services and leak inspection services. This section is also a lead agency on the continuing development of the City's G.I.S. and base map, helping to support and administer the program.

### **FY05 Highlights**

In FY05, Distribution will complete construction of a new storeroom and work to complete the conversion to radio-read meters that is currently 50% complete. This section will also continue its work in adjusting manhole covers following street paving projects and replacing water mains as necessary.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Maintain water line -- miles	1,400	1,400	1,400
o Maintain water meters	16,000	16,000	16,000
o Water line inspections (accts)	106,000	104,000	104,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	6,746,715	6,644,829	6,773,947
Materials and Supplies	1,755,041	1,974,000	2,731,000
Equipment, Lease & Assets	804,294	733,000	743,900
Contractual and Other Services	763,993	1,327,500	892,000
Debt Service and Special Charges	0	0	0
<b>Total</b>	<b>\$10,070,043</b>	<b>\$10,679,329</b>	<b>\$11,140,847</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	149.0	149.0	149.0

**Department: Public Utilities**  
**Division: 415 Water Division**  
**Program: 03 Finance Section**

**Program Budget**

**Mission & Services**

The Finance Section mission is to provide financial coordination and review to the various other Water Division programs. The Finance Section is responsible for all accounting and budgeting functions of the Division. This work includes maintaining both cash and accrual accounting records as an enterprise fund of the City. All invoices are paid through the Finance Section and all billing other than water consumption is invoiced through this section. This Section will have billed and collected over \$3M in miscellaneous charges in FY04 and processed over 8,800 invoices in a timely and accurate manner.

**FY05 Highlights**

In FY05, Finance will be working with the Comptroller's Office to speed the processing of vouchers, especially utility payments in order to minimize any potential penalties for late payment. Finance will also continue its efforts to procure federal funding for various capital improvement projects.

Performance Measurement	FY03	FY04	FY05
o Prepare vouchers <3 days of invoice	95%	98%	98%
o Prepare/mail statements by the 7th	100%	100%	100%

General Fund Budget By Expenditure Category	Actual FY03	Budget FY04	Budget FY05
Personal Services	579,161	586,468	588,679
Materials and Supplies	267,659	255,300	80,300
Equipment, Lease & Assets	10,390	23,500	21,500
Contractual and Other Services	4,015,369	6,259,200	6,518,250
Debt Service and Special Charges	4,033,800	4,065,000	4,085,000
<b>Total</b>	<b>\$8,906,379</b>	<b>\$11,189,468</b>	<b>\$11,293,729</b>

Number of Full Time Positions	Actual FY03	Budget FY04	Budget FY05
Total	11.0	11.0	11.0

<b>Department: Public Utilities</b>	<b>Program Budget</b>
<b>Division: 415 Water Division</b>	
<b>Program: 04 Water Production</b>	

### **Mission & Services**

The mission of Water Production is to provide the highest quality purified water to all customers in adequate volume and pressure. The City operates two water treatment plans, Chain of Rocks and Howard Bend. At these two plants, 14 large pumps are used to deliver approximately 54 billion gallons of river water into the basin for treatment; then, 15 pumps send 50 billion gallons per year of the treated water into the distribution system. All these functions must be accomplished while maintaining full compliance with all Federal, State and local regulations governing drinking water quality, environmental impacts, and public health.

### **FY05 Highlights**

Efforts will continue, in FY05, to upgrade plant security, complete the rebuilding of specified filters at the Chain of Rocks plant, to upgrade electrical panels and grids at all locations and to evaluate ways to enable raw water to enter the intake structure at Howard Bend plant for processing.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Process requisitions/documents	196	250	225
o Make pick-up and deliveries < 24 hrs	95%	95%	100%
o Finished water turbidity< 0.1 NTU 95%/t	100%	100%	100%
o Finished water @ 2.5ppm disinfect	100%	100%	100%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	9,760,703	9,617,475	9,727,366
Materials and Supplies	5,667,188	5,525,400	5,237,300
Equipment, Lease & Assets	458,426	457,050	460,000
Contractual and Other Services	3,349,492	5,403,190	5,918,400
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>\$19,235,809</b>	<b>\$21,003,115</b>	<b>\$21,343,066</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	183.0	182.0	179.0

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<b>Department: Public Utilities</b>	<b>Program Budget</b>
<b>Division: 415 Water Division</b>	
<b>Program: 05 Customer Service</b>	

### **Mission & Services**

Customer Service's mission is to provide its customers with professional and friendly service while meeting the policies and both fiscal and legal requirements of the Water Division. This program is responsible for billing and collecting payment for water service from approximately 86,000 flat rate and 14,000 metered customers. This includes meter reading, the keeping of accurate customer records, the leaving of delinquent notices and the actual collection of payments from delinquent customers. This office also handles the investigation of all claims for damages against the Water Division, including main breaks and vehicle and injury claims.

### **FY05 Highlights**

In FY05, Customer Service will work to keep the number of lost calls at below 5%. This section will also be working with the Meter and Tap group to successfully complete the implementation of radio read devices.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Conduct quarterly customer billing	106,000	104,000	100,000
o Restore water service - same day	N/A	99%	100%
o Read meters according to schedule	N/A	95%	100%
o Minimize number of lost calls (%)	6.0%	5.7%	5.0%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,192,374	1,190,666	1,190,395
Materials and Supplies	92,051	87,800	37,000
Equipment, Lease & Assets	47,332	1,000	22,000
Contractual and Other Services	518,237	811,300	811,300
Debt Service and Special Charges	0	0	0
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<b>Total</b>	<b>\$1,849,994</b>	<b>\$2,090,766</b>	<b>\$2,060,695</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	31.0	30.0	29.0

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<b>Department: Airport Commission</b>	<b>Division Budget</b>
<b>Division: 420 City of St. Louis Airport Commission</b>	

### **Mission & Services**

The City of St. Louis Airport Authority operates Lambert - St. Louis International Airport, which in the last fiscal year had total emplanements of over 11.8 million passengers. The Airport provides airline facilities and support services for 9 major national airlines, 12 regional airlines and 9 cargo airlines.

### **FY05 Highlights**

During FY04, American Airlines, the dominant hub carrier, implemented service reductions in daily departures of approximately 214 flights per day or a 51% reduction in AA's operations. The Airport responded with an approximate \$5M downward revision from the original \$153M budget. The proposed budget for FY05 reflects a reduction of approximately \$18M from the revised FY04 total due mainly the to maturing of existing bond payments. Excluding debt service, the operating budget for the Airport is actually \$2.6M higher than the previous year mostly for the replacement of fire emergency vehicles and increases in various contractual services.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Airport operating revenues ( in mil.)	\$141.5	\$145.1	\$134.4
o Airport total revenues ( in mil.)	\$172.3	\$163.9	\$153.2

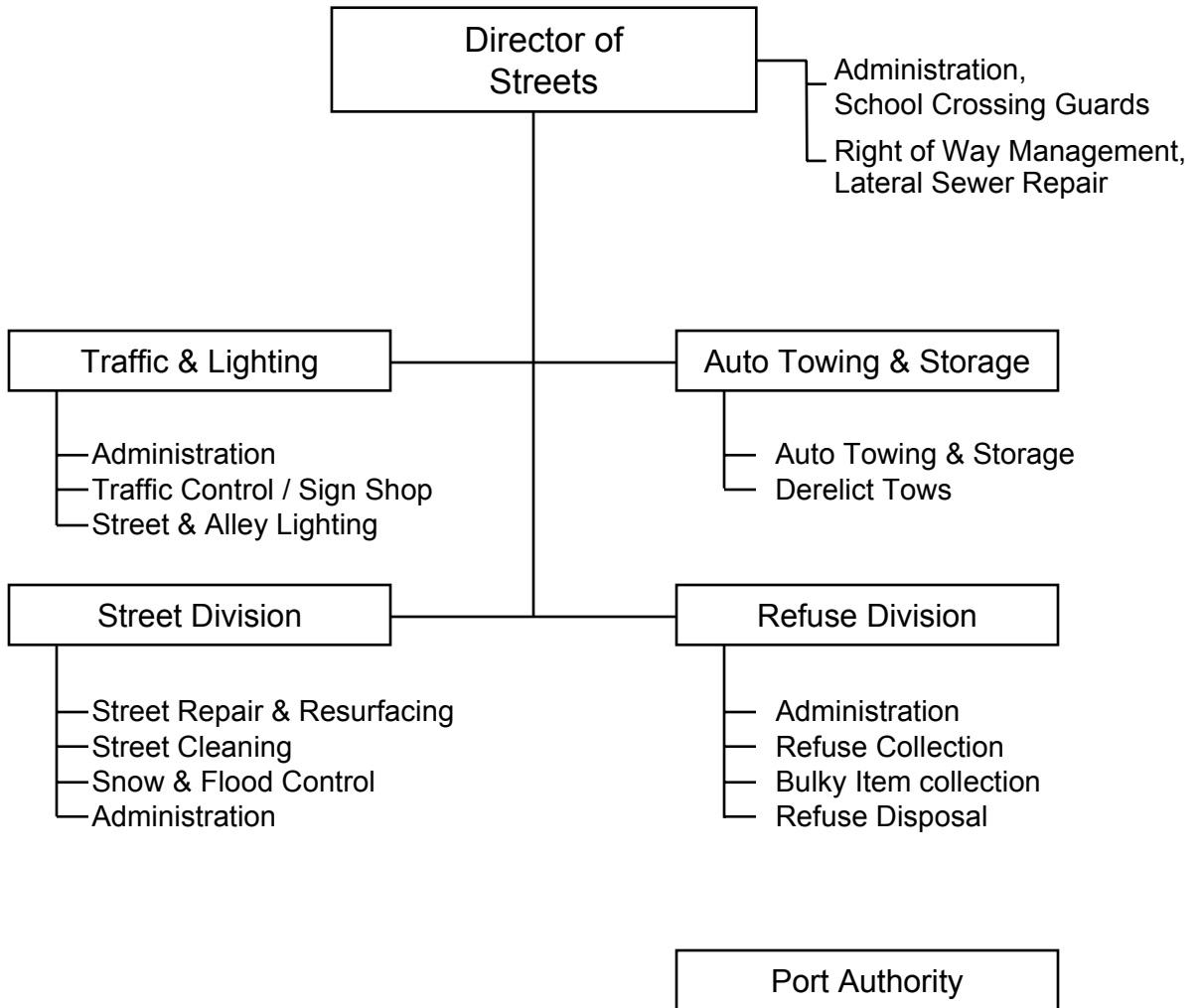
<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	40,636,482	38,409,896	35,385,288
Materials and Supplies	5,953,971	5,061,242	4,692,209
Equipment, Lease & Assets	1,988,779	1,512,837	2,764,392
Contractual and Other Services	36,012,499	40,720,879	39,968,691
Debt Service and Special Charges	108,187,048	67,586,442	47,443,696

<b>Total</b>	<b>\$192,778,779</b>	<b>\$153,291,296</b>	<b>\$130,254,276</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	778.0	585.0	583.0

## **DEPARTMENT OF STREETS**

# DEPARTMENT OF STREETS

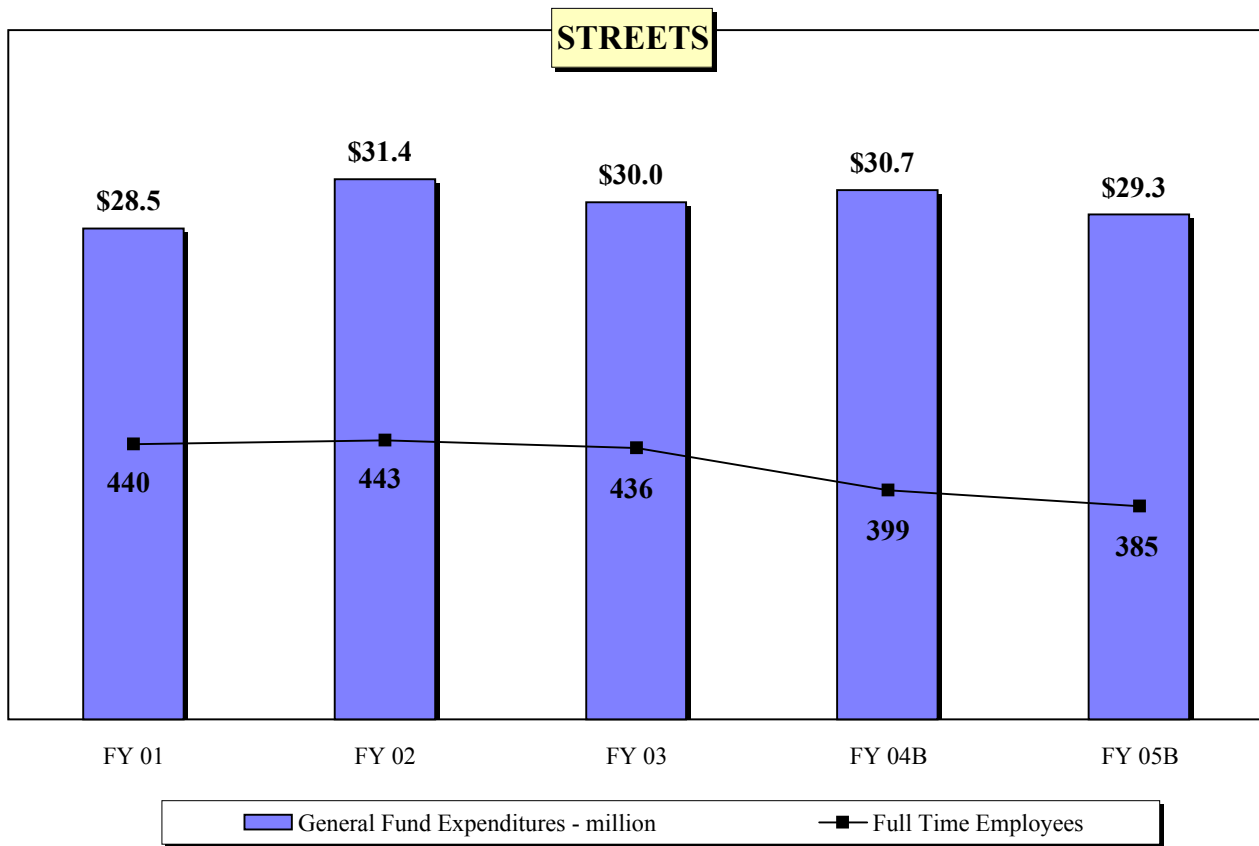


# STREETS

Budget By Division	Actual FY03	Budget FY04	Budget FY05
510 Director of Streets	1,016,297	975,393	994,880
511 Traffic and Lighting	7,553,257	7,873,483	7,757,030
513 Auto Towing and Storage	1,629,686	1,605,481	1,635,988
514 Street Division	6,110,112	6,417,333	6,058,709
516 Refuse Division	13,697,819	12,814,572	12,854,738
<b>Total General Fund</b>	<b>\$30,007,171</b>	<b>\$29,686,262</b>	<b>\$29,301,345</b>
Port Authority	\$4,799,486	\$3,530,000	\$3,388,000
Lateral Sewer Repair Fund	\$3,014,873	\$3,357,230	\$3,097,866
Grant and Other Funds	\$455,015	\$1,892,167	\$1,737,026
<b>Total Department All Funds</b>	<b>\$38,276,545</b>	<b>\$38,465,659</b>	<b>\$37,524,237</b>

Personnel By Division	Actual FY03	Budget FY04	Budget FY05
510 Director of Streets	18.4	16.5	16.5
511 Traffic and Lighting	94.0	91.0	85.0
513 Auto Towing and Storage	30.0	29.0	29.0
514 Street Division	132.0	121.0	112.0
516 Refuse Division	162.0	142.0	143.0
<b>Total General Fund</b>	<b>436.4</b>	<b>399.5</b>	<b>385.5</b>
520 Port Authority	0.0	0.0	0.0
Grant and Other Funds	35.6	66.5	70.5
<b>Total Department All Funds</b>	<b>472.0</b>	<b>466.0</b>	<b>456.0</b>

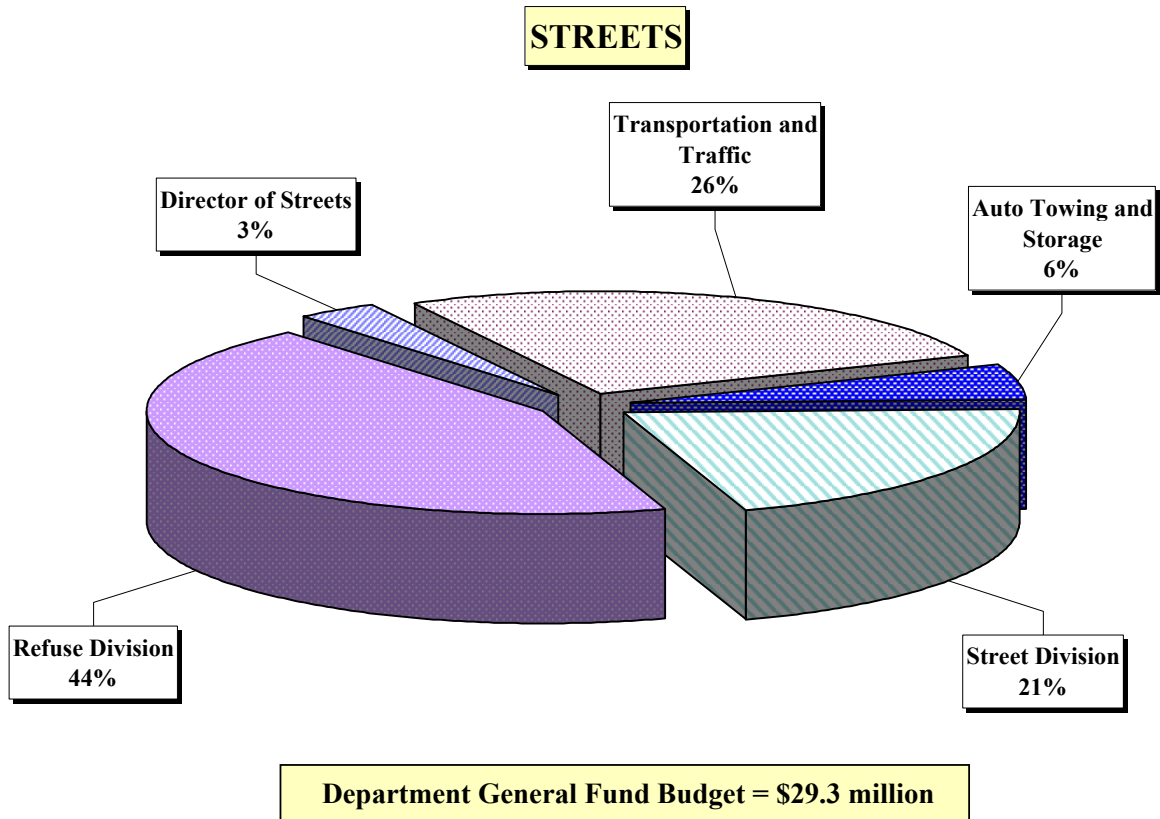
# STREETS



## Major Goals & Highlights

- o Realize \$374,000 in utility cost saving due to conversion of traffic signal lights to energy efficient LED units
- o Complete landfill closure resulting in reduced costs of \$100,000
- o Reduce the amount needed to replenish existing salt and snow chemical supplies due to lower than normal amount of snowfall
- o Repair 150,000 linear feet of seams in streets through street excavation fund
- o Towing to contact Police weekly to verify hold orders thereby allowing more vehicles to be auctioned
- o Provides funding for the easement lighting program

# STREETS



## Major Goals & Highlights

- o Tow 1000 derelict vehicles from private property and sell 7,500 abandoned vehicles
- o Collect over 180,000 tons of municipal waste which includes 20,000 tons of yard waste
- o Revise trash collection routes to equalize volume, reduce overtime and improve customer service
- o Collect 13,750 tons of bulky waste
- o Facilitate transfer of maintenance responsibility to the State of Missouri for traffic signals and street paving & patching that are on the 32 miles of streets to be maintained by the Missouri Department of Transportation
- o Increase the number of residents in the curbside recycling program and expand the number of drop-off recycling sites

<b>Department: Streets</b>	<b>Division Budget</b>
<b>Division: 510 Director of Streets</b>	

### **Mission & Services**

The Director of Streets is responsible for overseeing the repair, cleaning and maintenance of all public streets, alleys and other City right-of-ways as well as the collection and disposal of refuse. Through right-of-way management, the Director's Office also oversees the Lateral Sewer Repair Program and manages the 50/50 Sidewalk program.

### **FY05 Highlights**

In FY05 the Missouri Department of Transport (MoDot) has assumed responsibility for the maintenance, except for street lighting and snow removal, of approximately 32 miles of major arterial streets in the City. These streets represent continuations between State maintained roads in the County, and these types of roads are normally maintained through-out the State. The Directors Office will act as a liaison with other Street Department Divisions and MoDot to manage the newly transferred streets.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	995,023	959,963	979,573
Materials and Supplies	12,699	9,212	9,367
Equipment, Lease & Assets	528	528	600
Contractual and Other Services	8,047	5,690	5,340
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,016,297</b>	<b>\$975,393</b>	<b>\$994,880</b>
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Grant and Other Funds	\$3,289,873	\$3,607,230	\$3,371,819
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<b>Total Budget All Funds</b>	<b>\$4,306,170</b>	<b>\$4,582,623</b>	<b>\$4,366,699</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	18.4	16.5	16.5
Other	12.6	18.5	22.5

<b>Total</b>	<b>31.0</b>	<b>35.0</b>	<b>39.0</b>
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<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>510 Director of Streets</b>	
<b>Program:</b>	<b>01 Administration</b>	

### **Mission & Services**

The Administrative Program is responsible for overseeing all permits, plans and ordinances pertaining to right-of-way use. This section issues approximately 6,000 permits for street blockings, parades, parking, taxicab, transportation and sidewalk/ driveway permits. The section also supervises the City's school crossing guard program and is responsible for collecting revenues consisting of the above permits and the 50/50 sidewalk program billing . In FY04 the accounting and payroll functions from other divisions of the Street Department were consolidate in the Directors Office.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	725,400	683,811	695,645
Materials and Supplies	4,735	4,800	4,800
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	7,481	5,290	5,090
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$737,616</b>	<b>\$693,901</b>	<b>\$705,535</b>
Grant and Other Funds	\$275,000	\$250,000	\$273,953
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,012,616</b>	<b>\$943,901</b>	<b>\$979,488</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	12.0	10.2	10.2
Other	0.0	0.0	4.0
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<b>Total</b>	<b>12.0</b>	<b>10.2</b>	<b>14.2</b>



<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>510 Director of Streets</b>	
<b>Program:</b>	<b>02 Right-of-Way Management</b>	

### **Mission & Services**

The Right-of-Way Management Program maintains the right-of-way safety on streets, alleys, and sidewalks for both motorists and pedestrians. In the last fiscal year, the Department completed approximately 48,000 street inspections. This program also supervised the repair of almost 1,000 lateral sewer lines funded through the Lateral Sewer Repair Fund.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	269,623	276,152	283,928
Materials and Supplies	7,964	4,412	4,567
Equipment, Lease & Assets	528	528	600
Contractual and Other Services	566	400	250
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$278,681</b>	<b>\$281,492</b>	<b>\$289,345</b>
Lateral Sewer Repair Fund	\$3,014,873	\$3,357,230	\$3,097,866
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<b>Total Budget All Funds</b>	<b>\$3,293,554</b>	<b>\$3,638,722</b>	<b>\$3,387,211</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	6.4	6.3	6.3
Other	12.6	18.5	18.5
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<b>Total</b>	<b>19.0</b>	<b>24.8</b>	<b>24.8</b>

<b>Department: Streets</b>	<b>Division Budget</b>
<b>Division: 511 Traffic and Lighting</b>	

### **Mission & Services**

The Transportation and Traffic Division manages the City's traffic and street lighting needs. This division is responsible for the maintenance and repair of all traffic signals, traffic signs, street painting, and streets lights. In FY04 the Traffic and Lighting Division completed the project, began in FY02, which was funded by a \$2 mil. loan agreement with the Mo. State Department of Natural Resources whereby existing traffic signal lights could be replaced with energy efficient LED's. In addition to energy saving the LED type units have a longer operational life, thus reducing labor cost for replacements. Utility savings from the conv. are expected to be approximately \$374,000 annually and will be used to pay for the cost of the loan.

### **FY05 Highlights**

In FY05 the Missouri Department of Transport (MoDot) has assumed responsibility for the maintenance, except for street lighting and snow removal, of approximately 32 miles of major arterial streets in the City. These streets represent continuations between State maintained roads in the County, and these types of roads are normally maintained through-out the State. The State will maintain the traffic signals and pay for the utility costs, however the State is not responsible maintenance or funding of the utility costs for the street lighting of those streets. Due to fiscal constraints and the aforementioned MoDot takeover, the Traffic Division has reduced both staff and budgeted funds for electrical utilities.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	4,328,322	4,346,533	4,220,330
Materials and Supplies	489,645	595,700	695,450
Equipment, Lease & Assets	4,268	4,900	4,900
Contractual and Other Services	2,731,022	2,532,350	2,462,350
Debt Service and Special Charges	0	394,000	374,000

<b>Total General Fund</b>	<b>\$7,553,257</b>	<b>\$7,873,483</b>	<b>\$7,757,030</b>
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Grant and Other Funds	\$155,015	\$80,900	\$0
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<b>Total Budget All Funds</b>	<b>\$7,708,272</b>	<b>\$7,954,383</b>	<b>\$7,757,030</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	94.0	91.0	85.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>94.0</b>	<b>91.0</b>	<b>85.0</b>

<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>511 Traffic and Lighting</b>	
<b>Program:</b>	<b>01 Administrative Services</b>	

### **Mission & Services**

This section provides the administrative services for the Traffic and Lighting Division, including the planning and management of all traffic and lighting functions. All work orders and Citizen Service Bureau requests are monitored under this program. The administrative section also provides payroll supervision and manages purchasing for the division. In FY04, Administrative services oversaw work on the CMAQ II traffic control project. This program also supervised the installation of LED's in all City traffic signals. These new energy efficient signals are projected to save the City almost \$370,000 annually in utility cost.

### **FY05 Highlights**

Due to a change in reporting procedures and the consolidation of many clerical functions in the Street Director's Office, the staffing for this program has been reduced.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	915,876	946,108	908,780
Materials and Supplies	23,162	28,700	28,700
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	34,474	35,750	35,750
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$973,512</b>	<b>\$1,010,558</b>	<b>\$973,230</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$973,512</b>	<b>\$1,010,558</b>	<b>\$973,230</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	17.0	17.0	15.0
Other	0.0	0.0	0.0
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<b>Total</b>	<b>17.0</b>	<b>17.0</b>	<b>15.0</b>

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<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>511 Traffic and Lighting</b>	
<b>Program:</b>	<b>02 Traffic Control</b>	

### **Mission & Services**

The Traffic Control Section stripes streets for traffic control, maintains the City's 695 signalized intersections, and makes and installs approximately 18,000 street signs per year. This section also inspects the condition of school crosswalks and restripes the crosswalks as necessary. Beginning in FY03 and completing in FY04 this section was responsible for the installation of the new energy efficient LED traffic signal lights.

### **FY05 Highlights**

In FY05 with (MoDot) having assumed responsibility for the maintenance of street traffic signals on some major arterials in the City and due to fiscal constraints the Traffic Division has reduced staff in this program

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Stripe and mark streets - lane miles	2,000	2,000	1,950
o Maintain, fabricate and install signs	18,000	18,000	17,500
o Maintain traffic signal devices	680	683	655
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,801,062	1,809,179	1,708,617
Materials and Supplies	269,812	328,500	388,250
Equipment, Lease & Assets	928	1,300	1,300
Contractual and Other Services	9,381	31,000	31,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,081,183</b>	<b>\$2,169,979</b>	<b>\$2,129,167</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$2,081,183</b>	<b>\$2,169,979</b>	<b>\$2,129,167</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	42.0	40.0	37.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>42.0</b>	<b>40.0</b>	<b>37.0</b>

<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>511 Traffic and Lighting</b>	
<b>Program:</b>	<b>03 Street and Alley Lighting</b>	

### **Mission & Services**

This program provides the repair and maintenance of the City's 51,000 street lights and 16,000 alley lights. The utility charges for all of these lights plus those on the highway and traffic signal lights are funded in this program. Street Lighting responds to reported outages and is working to ensure a response to all service requests within five working days. The Street Lighting Enhancement Program, which was funded from the Aldermen's Ward Capital Improvements to enhance lighting in the neighborhoods, has been completed were requested. With the completion additional funds have been added to maintain those enhanced lights. The FY05 budget provides funding for the utility costs for easement lighting.

### **FY05 Highlights**

In FY05 MoDot assumed responsibility for the maintenance of major arterial streets in the City, however the street lighting will still be the City's responsibility, and due to fiscal constraints the Traffic Division has reduced staff in this program. Also for

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Street lighting maintenance	51,000	51,250	51,250
o Alley lighting	16,000	16,000	16,000
o Easement lighting	2,100	2,100	2,100
o CSB service requests- Street light	5,192	5,500	5,200
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,611,384	1,591,246	1,602,933
Materials and Supplies	196,671	238,500	278,500
Equipment, Lease & Assets	3,340	3,600	3,600
Contractual and Other Services	2,687,167	2,465,600	2,395,600
Debt Service and Special Charges	0	394,000	374,000

<b>Total General Fund</b>	<b>\$4,498,562</b>	<b>\$4,692,946</b>	<b>\$4,654,633</b>
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Grant and Other Funds	\$155,015	\$80,900	\$0
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<b>Total Budget All Funds</b>	<b>\$4,653,577</b>	<b>\$4,773,846</b>	<b>\$4,654,633</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	35.0	34.0	33.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>35.0</b>	<b>34.0</b>	<b>33.0</b>

<b>Department: Streets</b>	<b>Division Budget</b>
<b>Division: 513 Auto Towing and Storage</b>	

### **Mission & Services**

The Auto Towing and Storage Division mission is to respond to all tows in a timely, safe and efficient manner. This division manages the towing of cars within the City and fall into two categories, cars towed under orders of the Police Department and cars that have been abandoned. The City tows cars ordered by the Police Department and contracts with a private company for the derelict tows. The Division also assists the Street Maintenance Division by removing illegally parked cars to allow for snow removal or paving operations and it also assists the Equipment Services Division by towing 100 to 150 City owned vehicles to the repair facilities.

### **FY05 Highlights**

In FY05 the goal is to handle all tow requests within their 30 minute response window, to improve the disposal procedures for unclaimed vehicles. develop procedures with the Courts that can be increase the number of derelicts towed from private property.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,317,603	1,259,231	1,279,238
Materials and Supplies	5,321	8,050	8,050
Equipment, Lease & Assets	0	4,000	0
Contractual and Other Services	306,762	334,200	348,700
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,629,686</b>	<b>\$1,605,481</b>	<b>\$1,635,988</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,629,686</b>	<b>\$1,605,481</b>	<b>\$1,635,988</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	30.0	29.0	29.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>30.0</b>	<b>29.0</b>	<b>29.0</b>

<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>513 Auto Towing and Storage</b>	
<b>Program:</b>	<b>01 Auto Towing and Storage</b>	

### **Mission & Services**

The Auto Towing and Storage Program conducts police-generated tows of vehicles resulting from accidents, arrests, delinquent parking tickets or theft. In addition, the division tows and relocates vehicles during snow emergencies, during paving operations and special events. This Division conducts public auctions every week to dispense of unclaimed vehicles. Auto towing is a 24 hour, 7 day per week operation and in FY04 towed approximately 15,400 vehicles and disposed of 7,000 via auction.

### **FY05 Highlights**

In FY05 this programs goal is to handle all tow requests within their 30 minute response window and to improve the disposal procedures for unclaimed vehicles.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Tow and redeem vehicles	15,476	15,400	16,500
o Vehicle sales	7,450	7,200	7,500
o Dispatches within 30 minutes of call	80%	80%	85%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,286,763	1,230,287	1,248,374
Materials and Supplies	5,321	8,050	8,050
Equipment, Lease & Assets	0	4,000	0
Contractual and Other Services	304,855	332,200	346,700
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,596,939</b>	<b>\$1,574,537</b>	<b>\$1,603,124</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,596,939</b>	<b>\$1,574,537</b>	<b>\$1,603,124</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	29.0	28.0	28.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>29.0</b>	<b>28.0</b>	<b>28.0</b>

<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>513 Auto Towing and Storage</b>	
<b>Program:</b>	<b>02 Derelict Tows</b>	

### **Mission & Services**

The mission of the Derelict Tows is to rid the City of derelict/abandoned vehicles that are on private property. This program removes the derelict vehicles, that are in violation of City ordinances, from private property, such as lots or backyards. Each property owner is notified of the violation and has seven days to remove the vehicle. The property owner may either allow the City to access to the property and perform the tow, if the City is not allowed to removed the vehicle, the violation is turned over to the courts. The City contracts with a private company to tow & stores the derelicts and the City receives a fee for each vehicle towed. It is projected that by the end of FY04 over 700 derelicts will have been towed from private property.

### **FY05 Highlights**

In FY05 it is hoped that the procedures with the Courts can be improved and the number of derelicts towed be increased to over 1,000.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Derelict vehicles towed	700	750	1,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	30,840	28,944	30,864
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,907	2,000	2,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$32,747</b>	<b>\$30,944</b>	<b>\$32,864</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$32,747</b>	<b>\$30,944</b>	<b>\$32,864</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	1.0	1.0	1.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>



<b>Department: Streets</b>	<b>Division Budget</b>
<b>Division: 514 Street Division</b>	

### **Mission & Services**

The Street Division is responsible for the maintenance of 1,100 miles of streets and 600 miles of alleys within the City. Specific functions performed by this division include street resurfacing and repair, street cleaning, snow removal and wharf cleaning and maintenance on the riverfront.

### **FY05 Highlights**

In FY05 the Missouri Department of Transport (MoDot) has assumed responsibility for the maintenance, except for street lighting and snow removal, of approximately 32 miles of major arterial streets in the City. These streets represent continuations between State maintained roads in the County, and these types of roads are normally maintained through-out the State. However, it should be noted that, in prior years, the State had done some street patching and paving on 44 miles of major arterial streets, with the new agreement the Street Division will assume responsibility for street maintenance on an additional 12 miles of major streets. Due to fiscal constraints spot curb repairs to both granite and concrete curbs has been eliminated and any such work will be contracted for and funded by other sources.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	5,216,043	5,130,023	5,026,399
Materials and Supplies	552,717	511,060	511,060
Equipment, Lease & Assets	20,577	23,000	23,000
Contractual and Other Services	320,775	753,250	498,250
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$6,110,112</b>	<b>\$6,417,333</b>	<b>\$6,058,709</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$6,110,112</b>	<b>\$6,417,333</b>	<b>\$6,058,709</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	132.0	121.0	112.0
Other	23.0	27.0	27.0
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<b>Total</b>	<b>155.0</b>	<b>148.0</b>	<b>139.0</b>

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<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>514 Street Division</b>	
<b>Program:</b>	<b>01 Street Repair &amp; Resurfacing</b>	

### **Mission & Services**

The Street Repair program performs the majority of the street maintenance on 1,070 miles of streets and 600 miles of alleys. Maintenance efforts include pothole repairs, crack sealing, curb repairs and bridge maintenance.

### **FY05 Highlights**

In FY05 the Missouri Department of Transport (MoDot) has assumed responsibility for the maintenance of approximately 32 miles of major arterial streets in the City. These streets represent continuations between State maintained roads in the County, and these types of roads are normally maintained through-out the State. However, it should be noted that the State had done some street patching and paving on 44 miles of major arterial streets, with the new agreement the this program will assume responsibility for street maintenance on 12 additional miles of streets than in prior years.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Seal cracks in streets - linear feet	453,000	453,000	453,000
o Repair street cave-ins - cubic feet	47,000	47,000	47,000
o Perform granite/curb repair - linear ft	28,000	28,000	0
o Patch streets - square yards	300,000	300,000	305,000

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,937,518	3,000,425	3,200,819
Materials and Supplies	497,676	466,280	466,280
Equipment, Lease & Assets	11,112	12,420	12,420
Contractual and Other Services	3,157	28,601	28,601
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$3,449,463</b>	<b>\$3,507,726</b>	<b>\$3,708,120</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$3,449,463</b>	<b>\$3,507,726</b>	<b>\$3,708,120</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	78.4	73.9	72.2
Other	0.00	0.00	0.00
<b>Total</b>	<b>78.4</b>	<b>73.9</b>	<b>72.2</b>

<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>514 Street Division</b>	
<b>Program:</b>	<b>02 Street Cleaning</b>	

### **Mission & Services**

The Street Cleaning Program is responsible for cleaning all City streets and responding to accidents and oil spills to reduce hazardous driving conditions. The Downtown Business District receives special emphasis and is swept nightly. In November, this program conducts a leaf pick-up operation in which 14 leaf vacuum trucks are used to pickup leaves which are then processed by the Forestry Division. The leaves are then mulched and made available to the public. In FY04, street cleaning changed neighborhood cleaning schedules from a mix of bi-weekly and monthly cleaning to a more uniform monthly schedule. Arterial and Downtown cleaning will remain unchanged.

### **FY05 Highlights**

The functions of this program will be the same as last fiscal year with the exception of the 32 miles of major arterial streets that the State (MoDot) will sweep under the new agreement. Due to these factors the staffing for this program has been reduced.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Central Business Dist.cleaning - mile	9,800	9,800	9,800
o Residential street cleaning - mile	12,300	12,300	12,300
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,048,990	898,349	776,950
Materials and Supplies	44,993	33,950	33,950
Equipment, Lease & Assets	8,642	9,660	9,660
Contractual and Other Services	1,285	1,386	1,386
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,103,910</b>	<b>\$943,345</b>	<b>\$821,946</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,103,910</b>	<b>\$943,345</b>	<b>\$821,946</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	28.4	22.7	18.9
Other	0.0	0.0	0.0
<b>Total</b>	<b>28.4</b>	<b>22.7</b>	<b>18.9</b>

<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>514 Street Division</b>	
<b>Program:</b>	<b>03 Snow Removal and Flood Control</b>	

### **Mission & Services**

The Snow Removal and Flood Control program removes snow and ice from approximately 440 miles of major and secondary arterial streets. This program also maintains 55,000 feet of floodwall and levee, 38 floodwall closures, and 85 flood relief wells which protect the City's residents and property from flooding damage. The snowfalls amounts of the FY04 were one third the amount of last year and approximately 70% of the past few years average snowfall .

### **FY05 Highlights**

The prior fiscal years limited salt usage has resulted in a \$105,000 reduction in the amount needed to replenish the City's salt and snow removal supplies for FY05. It should also be noted that the MoDot take-over of maintenance of some arterial streets doesn't include snow removal.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Remove snow and ice from streets (call-outs for removal -12 hour shifts)	20	10	12
o Maintain floodwall - gate closings (number of gates closed x occurrences)	11	9	10

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,012,193	1,094,656	831,930
Materials and Supplies	7,543	8,155	8,155
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	144,160	568,113	418,113
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,163,896</b>	<b>\$1,670,924</b>	<b>\$1,258,198</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,163,896</b>	<b>\$1,670,924</b>	<b>\$1,258,198</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	22.23	21.46	16.86
Other	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>22.23</b>	<b>21.46</b>	<b>16.86</b>

<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>514 Street Division</b>	
<b>Program:</b>	<b>04 Administration</b>	

### **Mission & Services**

This program provides all budgeting, planning, management, custodial and administrative work for the other programs of the Street Division. The Street Division also manages the St. Louis Works street improvements program. Funding for personnel and related costs associated with St. Louis Works program are budgeted through a separate appropriation.

### **FY05 Highlights**

In addition to their other duties, the supervisors with this program will work with the Director's Office on to review the MoDot maintained arterial streets.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	217,342	136,593	216,700
Materials and Supplies	2,505	2,675	2,675
Equipment, Lease & Assets	823	920	920
Contractual and Other Services	172,173	155,150	50,150
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$392,843</b>	<b>\$295,338</b>	<b>\$270,445</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$392,843</b>	<b>\$295,338</b>	<b>\$270,445</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	3.0	3.0	4.0
Other	23.0	27.0	27.0

<b>Total</b>	<b>26.0</b>	<b>30.0</b>	<b>31.0</b>
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<b>Department: Streets</b>	<b>Division Budget</b>
<b>Division: 516 Refuse Division</b>	

### **Mission & Services**

The mission of the Refuse Division is to provide residents with efficient collection of solid waste in a safe manner, reduce, reuse and recycle as much as possible and improve service and customer satisfaction. The Refuse Division is responsible for collecting and disposing of the City's waste. The Refuse Division coordinates efforts to reduce the amount of waste going to landfills with programs such as recycling, composting, and waste reduction. The State of Missouri specifies a 40% reduction in landfill waste. The City to date has reduced its waste stream by between 25% mostly as a result of its yard waste and BOAT (batteries, oil, appliances, tires) programs.

### **FY05 Highlights**

The Refuse Division continues to work with other City departments to increase recycling by the City offices and promote use of recycled goods and is coordinating numerous new programs for recycling. New collection routes and other cost saving procedures are being developed for FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	6,910,974	6,097,774	6,152,015
Materials and Supplies	220,411	333,375	248,780
Equipment, Lease & Assets	157,972	33,980	0
Contractual and Other Services	6,408,462	6,349,443	6,453,943
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$13,697,819</b>	<b>\$12,814,572</b>	<b>\$12,854,738</b>
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Local Use Tax and Other Funds	\$25,000	\$1,561,267	\$1,463,073
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<b>Total Budget All Funds</b>	<b>\$13,722,819</b>	<b>\$14,375,839</b>	<b>\$14,317,811</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	162.0	142.0	143.0
Other	0.0	21.0	21.0

<b>Total</b>	<b>162.0</b>	<b>163.0</b>	<b>164.0</b>
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<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>516 Refuse Division</b>	
<b>Program:</b>	<b>01 Administration</b>	

### **Mission & Services**

The Refuse Division Administration Section manages and supervises the collection and disposal of the City's waste. It is also accountable for all division records pertaining to tons collected, citizen complaints, personnel files and expenditures. This section also manages the City's recycling program. Current recycling efforts include yard waste composting, educational programs, household hazardous waste program, a Drop-Off Recycling Center and 27 firehouse drop-off recycling sites.

### **FY05 Highlights**

The program continues to work with other City departments to increase recycling by the City offices and promote use of recycled goods and is coordinating numerous new programs for recycling. Also, will supervise implementation of new collection routes and other efficiently measures.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	551,614	598,453	616,426
Materials and Supplies	37,670	58,395	58,395
Equipment, Lease & Assets	35,868	5,980	0
Contractual and Other Services	167,004	229,815	229,815
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$792,156</b>	<b>\$892,643</b>	<b>\$904,636</b>
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Grant and Other Funds	\$25,000	\$517,488	\$417,488
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<b>Total Budget All Funds</b>	<b>\$817,156</b>	<b>\$1,410,131</b>	<b>\$1,322,124</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	9.0	10.0	11.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>9.0</b>	<b>10.0</b>	<b>11.0</b>
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<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>516 Refuse Division</b>	
<b>Program:</b>	<b>02 Refuse Collection</b>	

### **Mission & Services**

This program is responsible for the collection of household waste from all City residents twice weekly with the fleet of 60 trucks operating daily throughout the City. The 30,000 metal alley dumpsters and 20,000 plastic roll carts used in the automated collection system presents a significant, on-going maintenance challenge and in FY04 the crews have repaired and restored approximately 5,000 containers and dumpsters.

### **FY05 Highlights**

In FY05, south refuse collection routes will be redesigned and balance which will result in improved customer service, fewer citizen complaints, less overtime and overall improvement of service and moral.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Citizen Service Bureau service reque	17,969	17,750	17,500
o Accident claims filed with insurance c	435	400	400
o Refuse and Yard Waste collection - tr	170,520	175,000	180,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	5,246,982	5,383,543	5,398,672
Materials and Supplies	167,843	267,585	182,990
Equipment, Lease & Assets	122,104	28,000	0
Contractual and Other Services	12,995	14,000	18,500
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$5,549,924</b>	<b>\$5,693,128</b>	<b>\$5,600,162</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$5,549,924</b>	<b>\$5,693,128</b>	<b>\$5,600,162</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	128.0	128.0	128.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>128.0</b>	<b>128.0</b>	<b>128.0</b>



<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>516 Refuse Division</b>	
<b>Program:</b>	<b>03 Bulky Item Collections</b>	

### **Mission & Services**

The Refuse Division provides monthly bulky item collection program where each household may have 3 items collected. The monthly collection program collects approximately 13,500 tons of bulky items at the two collection site and in addition, residents may bring their own bulky items to the Transfer Stations for disposal. annually including discarded furniture and appliances. This service is a convenience for the City's residents and improves the overall appearance of the City. This program also assists in the retrieval and repair of old refuse containers.

### **FY05 Highlights**

In FY05 all aspects of the monthly bulk program, including scheduling, handling of service requests and processing of debris from evictions are being reviewed and new procedures will be implemented. This program in FY05 will be funded with Use Tax funds.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Bulky item pick-up - tons	13,280	13,500	13,750
o Citizen Service Bureau service req.	1349	1100	900
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Personal Services	996,597	1,023,079	1,024,885
Materials and Supplies	10,128	15,700	15,700
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	4,641	5,000	5,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,011,366</b>	<b>\$0</b>	<b>\$0</b>
Local Use Tax	\$0	\$1,043,779	\$1,045,585
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,011,366</b>	<b>\$1,043,779</b>	<b>\$1,045,585</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	21.0	0.0	0.0
Local Use Tax	0.0	21.0	21.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>21.0</b>	<b>21.0</b>	<b>21.0</b>

<b>Department:</b>	<b>Streets</b>	<b>Program Budget</b>
<b>Division:</b>	<b>516 Refuse Division</b>	
<b>Program:</b>	<b>04 Disposal of Resident and Bulk Waste</b>	

### **Mission & Services**

This waste disposal program monitors the waste disposal contract for the City's two transfer stations. In FY03, the City began a new waste disposal contract that has resulted in a major reduction in cost to the City. This program is researching ways to reduce, reuse or recycle waste through new programs and receive funding for grant programs. This program will also utilize existing manpower and equipment to provide residents with the opportunity to recycle conveniently.

### **FY05 Highlights**

In FY05 this program will implement a City Government recycling program with the goal of reducing waste and improving recycling.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Disposal of yard waste - tons	19,741	20,000	20,000
o Residents in curbside recycling prgm	2,933	2,750	3,200
o Sites available for resident drop-off of cardboard for recycling	5	16	20

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	115,781	115,778	136,917
Materials and Supplies	4,770	7,395	7,395
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	6,223,822	6,105,628	6,205,628
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$6,344,373</b>	<b>\$6,228,801</b>	<b>\$6,349,940</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$6,344,373</b>	<b>\$6,228,801</b>	<b>\$6,349,940</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	4.0	4.0	4.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>

<b>Department: Streets</b>	<b>Division Budget</b>
<b>Division: 520 Port Administration Division</b>	

### **Mission & Service**

The City of St. Louis Port District serves the general public as a distribution facility on 19.3 miles of riverbank on the Mississippi River. It is a huge intermodal facility, using barge, truck and rail services and is a major shipper of grain, coal, petroleum products and chemicals. The Port Authority of the City of St. Louis's primary function is the management of City owned land and mooring rights in the designated Port District. The Port Authority receives most of its revenue through leases of property and mooring rights on the riverfront.

### **FY05 Highlights**

Major allocations from the Port Authority budget In FY05 include a \$1.5 mil. subsidy to the St. Louis Development Corporation, a payment of \$575,000 as the final installment on debt service associated with the relocation of the Admiral riverboat casino, \$875,000 in debt service for development projects and \$200,000 to the City for wharf cleaning services performed by the Department of Streets.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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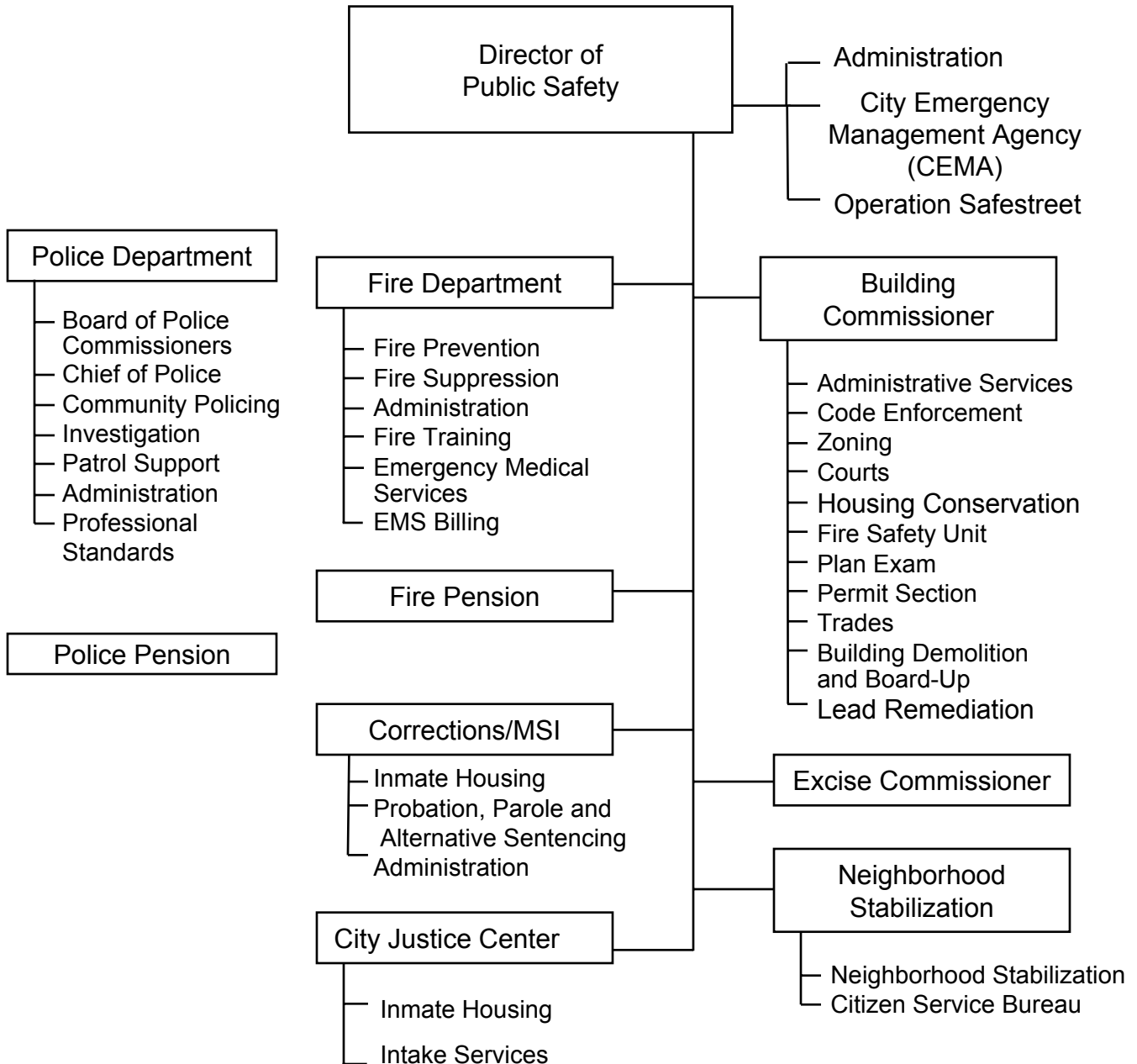
<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	0	0	0
Materials and Supplies	7,838	0	0
Equipment, Lease & Assets	138,961	8,000	8,000
Contractual and Other Services	2,536,959	2,122,000	1,980,000
Debt Service and Special Charges	2,115,728	1,400,000	1,400,000
	<hr/>	<hr/>	<hr/>
<b>Port Authority Fund</b>	<b>\$4,799,486</b>	<b>\$3,530,000</b>	<b>\$3,388,000</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Total	0.0	0.0	0.0

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## **DEPARTMENT OF PUBLIC SAFETY**

# DEPARTMENT OF PUBLIC SAFETY

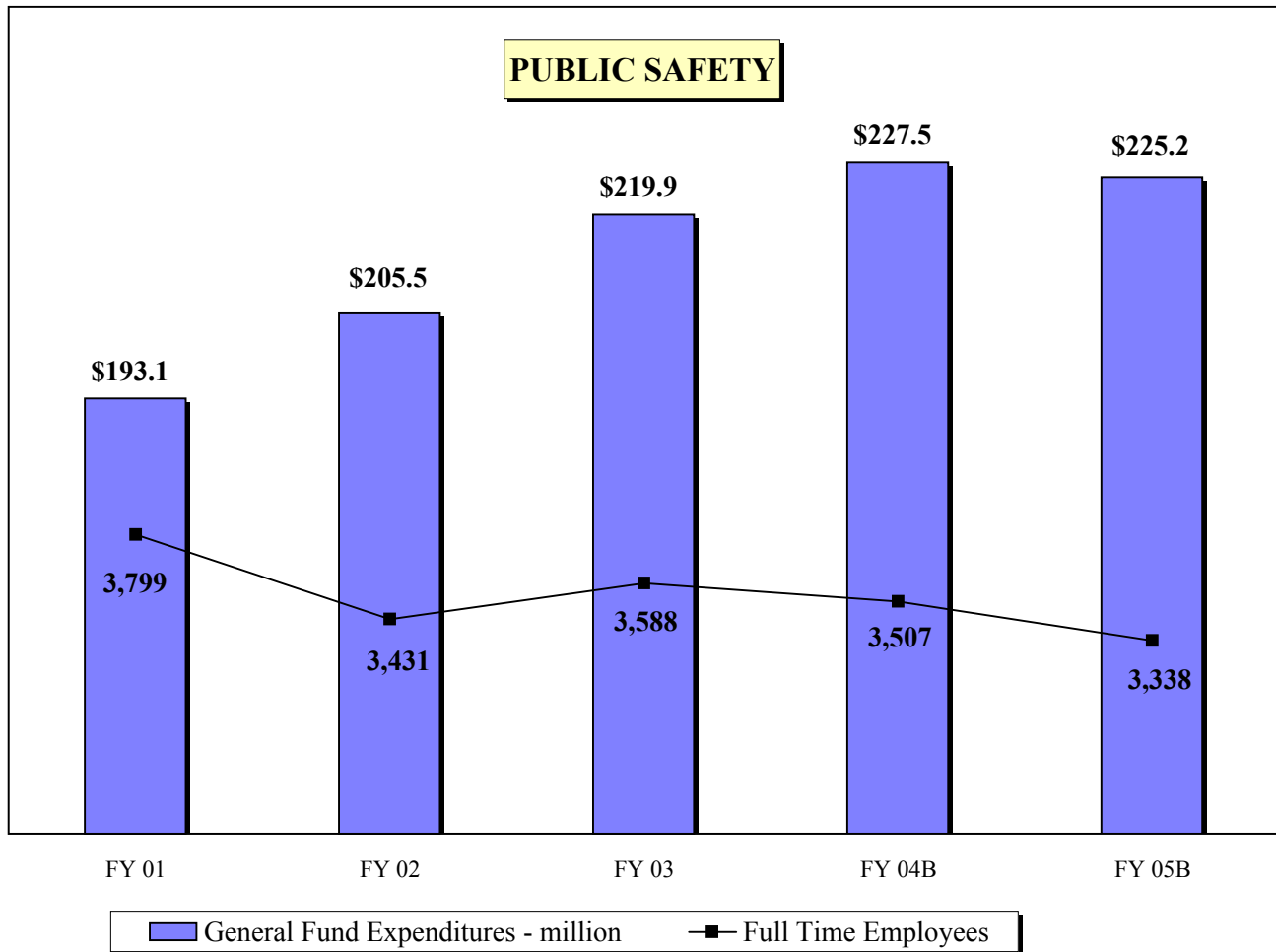


# PUBLIC SAFETY

Budget By Division	Actual FY03	Budget FY04	Budget FY05
610 Director of Public Safety	551,647	499,649	727,120
611 Fire Department	47,389,664	47,278,702	47,045,101
612 Firefighter's Retirement System	5,835,587	4,694,329	4,675,995
616 Excise Commissioner	307,671	331,898	331,674
620 Building Commissioner	6,642,600	6,689,427	7,064,655
622 Neighborhood Stabilization	2,237,281	1,925,662	1,795,290
625 Emergency Management Agency	367,356	285,504	0
632 Corrections / MSI	16,001,871	15,033,767	15,337,280
633 City Justice Center	13,925,188	16,105,702	13,931,452
650 Police Department	126,256,843	130,245,835	129,871,255
651 Police Retirement System	317,912	4,414,190	4,406,354
<b>Total General Fund</b>	<b>\$219,833,620</b>	<b>\$227,504,665</b>	<b>\$225,186,176</b>
Total Use Tax Fund	\$841,207	\$5,436,313	\$5,859,832
Grant and Other Funds	\$14,228,125	\$16,258,369	\$16,320,681
<b>Total Department All Funds</b>	<b>\$234,902,952</b>	<b>\$249,199,347</b>	<b>\$247,366,689</b>

Personnel By Division	Actual FY03	Budget FY04	Budget FY05
610 Director of Public Safety	9.0	7.0	11.0
611 Fire Department	829.0	829.0	830.0
612 Firefighter's Retirement System	0.0	0.0	0.0
616 Excise Commissioner	6.0	6.0	6.0
620 Building Commissioner	144.0	132.0	132.0
622 Neighborhood Stabilization	46.0	40.0	34.8
625 Emergency Management Agency	6.0	5.0	0.0
632 Corrections / MSI	285.0	252.0	252.0
633 City Justice Center	287.0	275.0	224.0
650 Police Department (Uniformed)	1,404.0	1,404.0	1,325.7
650 Police Department (Civilian)	572.0	557.0	522.0
651 Police Retirement System	0.0	0.0	0.0
<b>Total General Fund</b>	<b>3,588.0</b>	<b>3,507.0</b>	<b>3,337.5</b>
Total Use Tax Fund	33.0	34.0	34.0
Grant and Other Funds - Police Uniform	99.0	90.0	51.3
Grant and Other Funds - All Other	26.0	59.0	67.2
<b>Total Department All Funds</b>	<b>3,746.0</b>	<b>3,690.0</b>	<b>3,490.0</b>

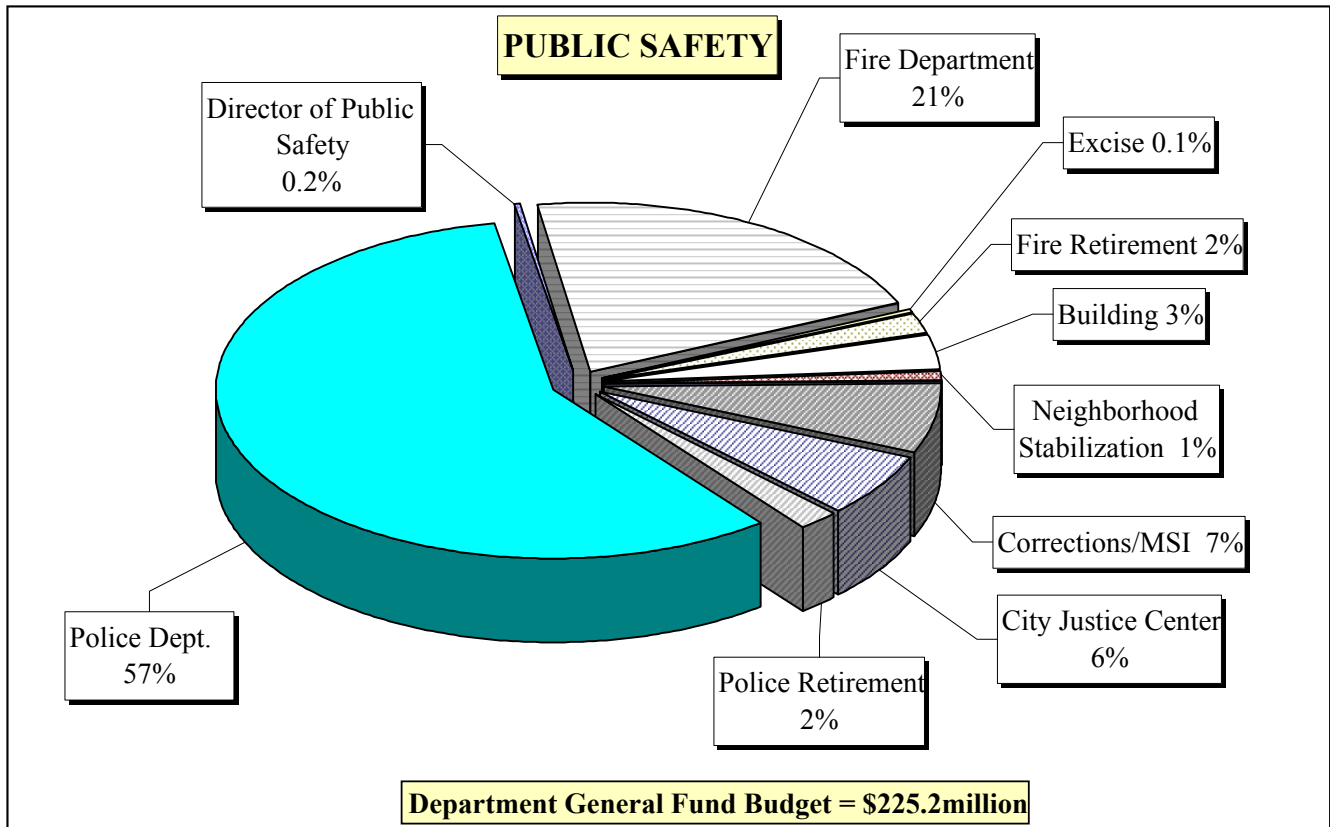
## PUBLIC SAFETY



### Major Goals & Highlights

- o Realize \$2.0 mil. in reduced costs through operational review of Corrections Div.
- o Bureau of Criminal Investigation will reduce auto theft by seeking grants from private and public sectors
- o Upgrade Emergency Management Training of all City Departments
- o Improve the enforcement of Fire Codes through the more timely processing of violations and complaints
- o Investigate 150 complaints, issue 250 permits, and inspect 1,200 plants
- o Investigate all liquor law violations and complaints within 72 hours
- o Increase Emergency Medical Services (EMS) revenue through Medicare activities by \$200,000

# Public Safety



## Major Goals & Highlights

- o Emergency Medical Service will bill over 40,000 claims in FY05
- o CEMA consolidate into the Directors office to streamline activities.
- o Conduct undercover investigations at various locations to combat underage drinking
- o Projected \$700,000 increase in revenue from Emergency Medical Services, total revenue is projected to reach nearly \$6.5 million in FY05
- o Building Division will be responsible for supervising the former Health Division lead abatement inspectors and workers
- o Scan all zoning hearing files for more efficient storage and future reference
- o Realize overtime savings through management of Fire Dept. scheduled overtime
- o Develop block by block inspection procedures in concert with building inspections



<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 610 Director of Public Safety</b>	

### **Mission & Services**

The Director of Public Safety oversees operation of the public safety divisions, including the Building Division, Division of Corrections, Excise Division, Fire Department, City Emergency Management Agency and Neighborhood Stabilization Program.

### **FY05 Highlights**

The Director of Public Safety will oversee all public safety activities including the new Justice Center which is in its second year of operation. In FY05, CEMA will combine with the Directors office to streamline activities. In addition the building division has received additional responsibilities in lead abatement activities throughout the City.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	536,741	470,699	681,270
Materials and Supplies	3,822	3,500	15,650
Equipment, Lease & Assets	2,515	3,000	4,000
Contractual and Other Services	8,569	22,450	26,200
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$551,647</b>	<b>\$499,649</b>	<b>\$727,120</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$551,647</b>	<b>\$499,649</b>	<b>\$727,120</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	9.0	7.0	11.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
	9.0	7.0	11.0

Total

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 611 Fire Department</b>	

### **Mission & Services**

The St. Louis Fire Department is charged with providing fire, rescue, and emergency medical services for the protection of life, property, commerce, and the environment in the City of St. Louis. The Fire Department employs over 600 uniformed fire suppression personnel and 135 emergency medical personnel. These personnel are stationed at 30 engine houses, the Fire Department Shop, the Fire Department Headquarters, and the Bureau of Emergency Medical Services administrative offices. Additionally, 58 fire suppression personnel are stationed at Lambert International Airport. 64 civilian employees, including 32 dispatchers, also occupy positions at Headquarters and EMS offices.

### **FY05 Highlights**

During FY05, the Fire Department will continue the renovations of its engine houses. 18 of the fire houses have been fully renovated and the remaining fire houses will be complete by FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	46,249,886	45,555,954	45,416,231
Materials and Supplies	638,485	1,123,038	1,011,280
Equipment, Lease & Assets	80,209	104,300	91,200
Contractual and Other Services	421,084	495,410	526,390
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$47,389,664</b>	<b>\$47,278,702</b>	<b>\$47,045,101</b>
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Grant and Other Funds	\$192,849	\$0	\$0
Riverfront Gaming Fund	\$40,273	\$25,000	\$25,000

<b>Total Budget All Funds</b>	<b>\$47,622,786</b>	<b>\$47,303,702</b>	<b>\$47,070,101</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	829.0	829.0	830.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>829.0</b>	<b>829.0</b>	<b>830.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>01 Fire Prevention Bureau</b>	

### **Mission & Services**

The Bureau of Fire Prevention has three major divisions; code enforcement, fire investigation, and public education. The code enforcement division is responsible for enforcing provisions of the Fire Prevention Code, two Carbon Monoxide detector ordinances, the smoke detector ordinance, and the hazardous material ordinance. The fire investigation division investigates the cause and origin of all fires that can not be determined by the Suppression Bureau. The fire investigation division investigates the cause and origin of all fires that can not be determined by the Suppression Bureau.

### **FY05 Highlights**

In FY05, the public education division will continue to develop and distribute fire prevention literature, and manages the smoke detector distribution program.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Review architectural plans	69	76	70
o Sprinkler system tests	1,093	1,216	1,100
o Fire prevention presentations	248	92	300
o Fire alarm & detection tests	11,065	24,144	11,500
o Citizens reached by public edu.	N/A	N/A	82,470
o % of Determined Cause & Origin	N/A	N/A	82%

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	889,648	919,000	1,050,517
Materials and Supplies	3,505	6,360	5,260
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	12,427	14,520	11,400
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$905,580</b>	<b>\$939,880</b>	<b>\$1,067,177</b>
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Grant and Other Funds	\$7,849	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$913,429</b>	<b>\$939,880</b>	<b>\$1,067,177</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	14.0	14.0	17.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>14.0</b>	<b>14.0</b>	<b>17.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>02 Fire Suppression</b>	

### **Mission & Services**

The Fire Suppression Program maintains 34 four-person fire companies, a marine unit and two six-person heavy duty rescue squads 24 hours a day to meet the City's fire suppression needs. Stationed at 30 firehouses throughout the City, these personnel are also called to respond to rescue situations and incidents involving the containment of hazardous materials.

### **FY05 Highlights**

Fire Suppression in FY05 will continue to improve all aspects of fire suppression including smoke detector installation, familiarization surveys, and continued education and training.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Incident responses	42,136	43,500	44,000
o Respond to fires	5,701	6,032	7,000
o Respond to medical emergencies	65,137	65,000	65,000
o Respond to marine incidents	42	45	45
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	35,713,149	34,720,028	34,763,703
Materials and Supplies	291,237	563,528	506,940
Equipment, Lease & Assets	24,343	30,200	30,200
Contractual and Other Services	217,889	243,590	263,590
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$36,246,618</b>	<b>\$35,557,346</b>	<b>\$35,564,433</b>
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Grant and Other Funds	\$185,000	\$0	\$0
Riverfront Gaming Fund	\$40,273	\$25,000	\$25,000

<b>Total Budget All Funds</b>	<b>\$36,471,891</b>	<b>\$35,582,346</b>	<b>\$35,589,433</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	625.0	625.0	624.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>625.0</b>	<b>625.0</b>	<b>624.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>03 Administration</b>	

### **Mission & Services**

The Administration Section of the Fire Department provides management and support for payroll services, financial and budgeting services, information systems & services, prevention, suppression, Emergency Medical Service, EMS Billing, and department training programs.

### **FY05 Highlights**

In FY05, the Administration Section will work to improve the effectiveness and efficiency of services provided by all Fire Department sections. In addition the Fire Department expects to realize overtime savings through aggressive management of Fire Department overtime.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	439,163	435,063	445,407
Materials and Supplies	11,463	16,800	7,300
Equipment, Lease & Assets	3,541	4,000	19,000
Contractual and Other Services	11,126	13,000	13,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$465,293</b>	<b>\$468,863</b>	<b>\$484,707</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$465,293</b>	<b>\$468,863</b>	<b>\$484,707</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	9.0	9.0	9.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>04 Fire Training</b>	

### **Mission & Services**

The St. Louis Fire Academy provides training for St. Louis firefighters. Training activities include certifying recruits for active duty as firefighters and training Fire Department personnel on the response procedures for fire incidents, hazardous waste spills, medical and other emergencies. Over the past decade, the Fire Academy has greatly improved its training by providing certifiable, performance based training to Fire Department personnel.

### **FY05 Highlights**

The Fire department in FY05 will attempt to control overtime that results from training of new recruits.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Recruits trained	60	60	30
o Medics trained	40	50	70
o Presentations	600	600	600
o First Responder training	600	600	700
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	586,620	601,742	485,143
Materials and Supplies	13,502	19,900	19,500
Equipment, Lease & Assets	6,729	6,600	13,600
Contractual and Other Services	26,446	45,300	45,300
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$633,297</b>	<b>\$673,542</b>	<b>\$563,543</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$633,297</b>	<b>\$673,542</b>	<b>\$563,543</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	8.0	8.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>8.0</b>	<b>8.0</b>	<b>7.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>05 Emergency Medical Services</b>	

### **Mission & Services**

Emergency Medical Services provides emergency medical care and transportation to citizens and visitors of the City who are stricken with sudden illness or injury. In FY03, EMS responded to 60,923 emergency calls and transported over 40,800 patients to St. Louis area hospitals. In FY05 it is projected that EMS will transport over 40,000 patients. Each EMS ambulance is equipped as a mobile intensive care unit and is staffed with state licensed paramedics and emergency medical technicians.

### **FY05 Highlights**

In FY05, the bureau will continue to improve public confidence in the city's emergency medical services and will work to reduce the number of frivolous and unnecessary calls for emergency medical services. The EMS bureau also will establish, improve, and monitor its strategic plan.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Responses to Emergency calls	64,987	6,000	60,000
o Transportation of patients - trips	41,589	40,500	40,500
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	8,276,136	8,533,865	8,319,369
Materials and Supplies	306,489	494,150	465,980
Equipment, Lease & Assets	42,940	60,500	25,400
Contractual and Other Services	65,044	76,000	90,100
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$8,690,609</b>	<b>\$9,164,515</b>	<b>\$8,900,849</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$8,690,609</b>	<b>\$9,164,515</b>	<b>\$8,900,849</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	164.0	164.0	164.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>164.0</b>	<b>164.0</b>	<b>164.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>06 EMS Billing</b>	

### **Mission & Services**

Emergency Medical Services billing collects revenue for the emergency medical transport services provided by the Fire Department. The billing section is working to implement new procedures and auto- mation to improve the efficiency, effectiveness, and economy of the billing functions. New billing system computer hardware and software are in place.

### **FY05 Highlights**

In FY05, EMS billing projects an increase of over \$700,00 in revenues and hopes to surpass that amount in FY06. In addition, in FY05 a continued integration of a pen-based field documentation system will result in increased accuracy and efficiency by reducing data entry time.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o % of EMS invoices paid	40%	51%	52%
o Issue bill after incident - working days	5	5	4
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	345,170	346,256	352,092
Materials and Supplies	12,289	22,300	6,300
Equipment, Lease & Assets	2,656	3,000	3,000
Contractual and Other Services	88,152	103,000	103,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$448,267</b>	<b>\$474,556</b>	<b>\$464,392</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$448,267</b>	<b>\$474,556</b>	<b>\$464,392</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	9.0	9.0	9.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>



<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 612 Firefighter's Retirement System</b>	

### **Mission & Services**

The Fire Retirement System is one of three pension systems funded by the City of St. Louis. The Fire Retirement System is governed by a Board of Trustees, comprised of 3 elected firefighters, 1 elected retired firefighter, the Chief of the Fire Department, the Comptroller or designee, and 2 individuals appointed by the Mayor.

### **FY05 Highlights**

The FY05 Budgeted funds equal 6% of covered payroll as well as the debt payments on the outstanding pension bonds.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	3,028,506	1,884,356	1,870,730
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	2,807,081	2,809,973	2,805,265
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<b>Total General Fund</b>	<b>\$5,835,587</b>	<b>\$4,694,329</b>	<b>\$4,675,995</b>
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$5,835,587</b>	<b>\$4,694,329</b>	<b>\$4,675,995</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
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<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 616 Excise Commissioner</b>	

### **Mission & Services**

The mission of the Excise Division is to efficiently and expeditiously administer the liquor licensing process, collection of fees, enforcement of the Liquor Ordinances and monitoring of liquor related businesses as they affect the quality of life in the City of St. Louis. The Excise Division issues and renews liquor licenses and permits to businesses and enforces the liquor code.

### **FY05 Highlights**

In FY05, the Excise Division plans to monitor trouble spots and enact problem solving initiatives, investigate and respond to all liquor law violations and complaints within a 72 hour period. This Division also maintains a continuous effort to upgrade the quality of licensees and monitors the operation of their businesses.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Issue/renew licenses and permits	154,242	140,000	143,950
o Conduct hearings on applications	110	150	160
o Issue citations/City Court summons	260	400	425
o Monitor trouble spots	100	110	120
o Conduct undercover investigations	210	300	320
o % of Complaints responded	83%	90%	95%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	286,229	316,537	313,516
Materials and Supplies	4,761	5,100	4,900
Equipment, Lease & Assets	892	2,061	5,558
Contractual and Other Services	15,789	8,200	7,700
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$307,671</b>	<b>\$331,898</b>	<b>\$331,674</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$307,671</b>	<b>\$331,898</b>	<b>\$331,674</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	6.0	6.0	6.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 620 Building Commissioner</b>	

### **Mission & Services**

The Building Division is responsible for ensuring that residents and businesses comply with the City building code. The Building Division issues building permits, conducts building inspections, demolishes vacant buildings, and enforces zoning ordinances. This division also operates the Housing Conservation program, designed to preserve the City's housing stock.

### **FY05 Highlights**

In FY05, the Building Commissioner will continue to administer the \$3 million in annual allocations of received additional responsibilities in Lead remediation formally managed by the Health Department.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	6,341,065	6,375,177	6,693,220
Materials and Supplies	69,731	86,100	110,700
Equipment, Lease & Assets	41,471	45,000	50,300
Contractual and Other Services	190,333	183,150	210,435
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,642,600</b>	<b>\$6,689,427</b>	<b>\$7,064,655</b>
Total Use Tax Fund	\$841,207	\$4,752,058	\$4,750,832
Grant and Other Funds	\$5,628,143	\$3,398,330	\$6,222,641
<b>Total Budget All Funds</b>	<b>\$13,111,950</b>	<b>\$14,839,815</b>	<b>\$18,038,128</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	144.0	132.0	132.0
Use Tax Fund	0.0	36.0	34.0
Other	26.0	50.0	57.0
<b>Total</b>	<b>170.0</b>	<b>218.0</b>	<b>223.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>01 Administrative Services</b>	

### **Mission & Services**

To enforce the ordinances and codes of the City of St. Louis honestly, fairly, and efficiently, recognizing that public health & safety and welfare is our primary mission, but also realizing that the citizens of St. Louis are its customers and they must be served in a courteous and respectful manner. This program provides management and policy direction for the entire Building Division. This program is responsible for ensuring that the outputs of all Sections directly contributes to accomplishing the overall mission of the Building Division. This program is responsible for the coordination of budgets, monitoring of expenditures, all financial transactions, all payroll and personnel matters, and providing all support services for the Division.

### **FY05 Highlights**

In FY05 the Building Division will manage the new expanded Lead Poisoning Prevention Program, and fully utilize the departments new Document Imaging system.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	541,532	500,505	513,058
Materials and Supplies	7,959	14,206	14,206
Equipment, Lease & Assets	1,803	3,000	3,000
Contractual and Other Services	6,600	6,800	6,800
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$557,894</b>	<b>\$524,511</b>	<b>\$537,064</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$557,894</b>	<b>\$524,511</b>	<b>\$537,064</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	11.0	8.0	8.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>11.0</b>	<b>8.0</b>	<b>8.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>02 Code Enforcement</b>	

### **Mission & Services**

To protect public safety via a comprehensive inspection program that utilizes effective enforcement of all applicable Building Codes for new construction, the rehabilitation of existing structures, and the safe occupancy of residential and commercial structures. This program responds to diverse service request from citizens via the CSB, maintaining an average three (3) day response time. This program provides a minimum of one (1) site visit per week for all construction related permits. Occupancy and demolition inspections are also performed, contributing to increase public safety. This program also contains the Project 87 & Project 88 Sections, which work closely with police to close drug nuisance properties.

### **FY05 Highlights**

In FY05, Building Division will continue improvements in the quality of service delivered to citizens.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o # of Occupancy Inspections	57,000	58,000	60,000
o # of Permit Inspections	N/A	12,750	12,750
o # of Services Request Inspection	N/A	42,000	44,000
o Hours per Inspection	0.6	0.7	0.6
o Avg. # Days from Request to Inspect	3	3	3

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,202,714	2,264,124	2,437,511
Materials and Supplies	33,368	30,500	30,500
Equipment, Lease & Assets	10,121	16,840	16,840
Contractual and Other Services	107,301	109,853	109,853
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,353,504</b>	<b>\$2,421,317</b>	<b>\$2,594,704</b>
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Grant and Other Funds	\$1,131,420	\$1,356,557	\$4,089,651
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<b>Total Budget All Funds</b>	<b>\$3,484,924</b>	<b>\$3,777,874</b>	<b>\$6,684,355</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	52.0	46.0	50.0
Other	16.0	16.0	19.0
<b>Total</b>	<b>68.0</b>	<b>62.0</b>	<b>69.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>03 Zoning</b>	

### **Mission & Services**

To protect public safety via the review of all building and occupancy permit applications, responding to Zoning inquiries, administering the flood plain ordinance, and administering the Board of Adjustment. This program reviews all routed building permits for compliance with the zoning ordinance and is involved with the Board of Public Service's permit process. This program is responsible for the zoning ordinance. It advises the Planning Commission on zoning matters and conducts conditional use hearings to ensure compliance with the zoning ordinance.

### **FY05 Highlights**

In FY05, the Building Division will continue to expand the housing Conservation District program to a City- wide basis. Further more continue to strive for continuous improvement in the quality of service delivered to citizens.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Zoning permit reviews	6,000	7,000	7,000
o Conditional use hearings	N/A	440	500
o Board of Adjustment appeals	N/A	120	120
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	296,047	276,084	340,441
Materials and Supplies	2,449	4,000	4,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	18,490	6,800	6,800
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$316,986</b>	<b>\$286,884</b>	<b>\$351,241</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$316,986</b>	<b>\$286,884</b>	<b>\$351,241</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	7.0	6.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>6.0</b>	<b>7.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>04 Courts</b>	

### **Mission & Services**

To provide an effective prosecution of building code violations for non-compliant landlords/owner occupants The Court section is responsible for filing cases for violation of all ordinances for prosecution in Housing Court. The filing of a court case is the final attempt to gain a landlord's/owner occupants compliance with existing ordinances when all other attempts at voluntary compliance have failed.

### **FY05 Highlights**

Continue to implement and manage, in conjunction with City Counselor's Office, program to legally document and archive Building Division court records. Furthermore, continue to assist in the development of New Neighborhood Court Procedures in FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Court Case Docketing Research	2,400	5,500	5,500

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	141,768	189,963	159,151
Materials and Supplies	1,225	2,000	2,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,427	2,500	2,500
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$145,420</b>	<b>\$194,463</b>	<b>\$163,651</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$145,420</b>	<b>\$194,463</b>	<b>\$163,651</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	4.0	5.0	4.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>4.0</b>	<b>5.0</b>	<b>4.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>06 Housing Conservation Districts</b>	

### **Mission & Services**

To protect public safety via a comprehensive inspection program to preserve the quality of the City's housing stock and protect its neighborhoods from deterioration while providing the City with significant, pro-active lead prevention services. The Housing Conservation District Program is designed to preserve the City's housing stock and protect its neighborhoods from deterioration by inspecting housing units whenever there is a sale of residential property or a change of tenant in a residential unit.

### **FY05 Highlights**

In FY05, the Building Division will maintain an average original inspection response time of three (3) business days or less.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Issue inspection certificates	16,703	17,000	17,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	813,645	1,662,308	1,661,082
Materials and Supplies	4,052	29,000	29,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	23,510	60,750	60,750
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total Use Tax Fund</b>	<b>\$841,207</b>	<b>\$1,752,058</b>	<b>\$1,750,832</b>
Total General Fund	\$0	\$0	\$0
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$841,207</b>	<b>\$1,752,058</b>	<b>\$1,750,832</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Use Tax Fund	33.0	34.0	34.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>33.0</b>	<b>34.0</b>	<b>34.0</b>



<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>07 Fire Safety Unit</b>	

### **Mission & Services**

To protect public safety via enforcement of selected provisions of the Fire Prevention code. This program is primarily inspecting places of public assembly and commercial businesses. Inspections involve exits, exit signs, means of egress, occupancy loads, fire protection systems and other items related to fire safety.

### **FY05 Highlights**

In FY05, the Building Division will develop block by block inspection procedures in concert with the Building Inspection Section. In addition, expand annual inspection procedures to include; Places of public assembly, Educational Facilities, and High rise residential and business.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Fire safety inspections	N/A	7,000	7,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	573,061	609,256	421,208
Materials and Supplies	5,935	9,694	9,694
Equipment, Lease & Assets	4,808	8,000	8,000
Contractual and Other Services	582	600	600
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$584,386</b>	<b>\$627,550</b>	<b>\$439,502</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$584,386</b>	<b>\$627,550</b>	<b>\$439,502</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	13.0	12.0	8.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>13.0</b>	<b>12.0</b>	<b>8.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>08 Plan Exam</b>	

### **Mission & Services**

To protect public safety via comprehensive plan reviews on new construction, alterations, and additions to ensure that the proposed projects comply with the Building g Code. This program, staffed by professional engineers and architects, conducts preliminary plan reviews for proposed projects, provides technical information to permit applicants, and provides field support to building inspectors as needed. This section also administers the Board Of Building Appeals. The Plan Exam Program is a critical component of the ONE STOP SHOP for Permits.

### **FY05 Highlights**

In FY05, Building Division will continue to expand the comprehensive preliminary project review process. In addition scanning all board hearing documents for more efficient storage.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Review building plans	5,000	7,500	7,500
o Board of Appeals hearings	170	100	150
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Personal Services	370,963	424,073	410,428
Materials and Supplies	3,061	5,000	5,000
Equipment, Lease & Assets	902	1,500	1,500
Contractual and Other Services	15,408	15,875	15,875
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$390,334</b>	<b>\$446,448</b>	<b>\$432,803</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$390,334</b>	<b>\$446,448</b>	<b>\$432,803</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	6.0	6.0	6.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>09 Permit Section</b>	

### **Mission & Services**

To streamline the building permit process, making the process more efficient and responsive to customer needs, thereby producing increased customer satisfaction and a climate conducive to development. This Section receives all applications for building, occupancy and demolition permits, monitoring the progress of these applications and issues permits after the routing process has been completed. This Section is headquarters for the ONE STOP SHOP for Building permits.

### **FY05 Highlights**

In FY05, the Building Division will continue to strive for continuous improvement in the ONE STOP SHOP for Building permits. In addition, maintain a goal of issuing 80% of all building permits on a same day, over the counter basis. Furthermore, continue to explore feasibility of procuring new permit software.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Issue permits	6,700	8,075	8,500
o % of permits issued same day	82.8%	82.6%	85.0%
o Avg. # of Days to Issue Building Prmt.	N/A	2.6	2.0
o Man Hours per Permit Issued	7.2	7.2	7.0

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	379,055	453,408	404,414
Materials and Supplies	5,265	8,600	8,600
Equipment, Lease & Assets	5,157	8,580	8,580
Contractual and Other Services	8,250	8,500	8,500
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$397,727</b>	<b>\$479,088</b>	<b>\$430,094</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$397,727</b>	<b>\$479,088</b>	<b>\$430,094</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	10.0	11.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>11.0</b>	<b>10.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>10 Trades</b>	

### **Mission & Services**

To protect public safety via a comprehensive inspection/licensing program for ensuring compliance with Plumbing, Electrical and Mechanical Ordinances. The Trades Section is composed of the Plumbing, Electrical, and Mechanical Equipment Sections. Each of these sections performs field inspections and issues permits. This program issues licenses for Apprentice, Journeyman, Master plumbers, Drain Layers, Stationary Engineers, Electrical Contractors, Journeyman Pipe fitters, Mechanical Contractors, Apprentice and Journeyman Sprinkler Contractors. Licenses are issued after the applicant has successfully completed the appropriate examination and has been certified by the appropriate examining board.

### **FY05 Highlights**

In FY05, the Building Division will continue the adoption of new Electrical, Mechanical, and Plumbing Codes.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Electrical Permits Issued	11,500	11,000	11,500
o Mechanical Permits Issued	600	700	800
o Plumbing Permits Issued	6,100	6,700	6,800

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,531,878	1,657,764	1,703,999
Materials and Supplies	7,408	12,100	12,100
Equipment, Lease & Assets	18,680	7,080	7,080
Contractual and Other Services	31,275	32,222	32,222
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,589,241</b>	<b>\$1,709,166</b>	<b>\$1,755,401</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,589,241</b>	<b>\$1,709,166</b>	<b>\$1,755,401</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	32.0	30.0	30.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>32.0</b>	<b>30.0</b>	<b>30.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>11 Building Demolition and Board-up</b>	

### **Mission & Services**

To protect public safety and to stabilize neighborhoods via the board-up and removal of unsafe, structurally unsound buildings and to provide a more attractive environment by the elimination of unsightly, abandoned buildings detrimental to property values. This program administers all demolition activity including demolitions funded By Special Use Tax, federal grants and emergency demolitions from the Special Demolition Fund

### **FY05 Highlights**

In FY05, the Building Division will continue to provide rapid response and "on call" service for emergency demolition situations. In addition, continue to board-up and secure buildings within five (5) business days of notification while maintaining immediate board-up service for emergency situations.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Secure vacant buildings	13,000	13,500	17,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	304,047	0	0
Materials and Supplies	3,061	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$307,108</b>	<b>\$0</b>	<b>\$0</b>
Total Use Tax Fund (Demolition)	\$0	\$3,000,000	\$3,000,000
Grant and Other Funds	\$4,496,723	\$2,041,773	\$2,132,990
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$4,803,831</b>	<b>\$5,041,773</b>	<b>\$5,132,990</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	9.00	0.00	0.00
Other	10.00	19.00	19.00
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>12 Lead Abatement</b>	

### **Mission & Services**

To provide the City of St. Louis with significant, pro-active lead prevention services via making homes lead safe utilizing Certified Contractors and in-house crew and offering free lead inspections/lead abatement services as part of lead poisoning awareness presentations made at public schools in conjunction with the Board of Education. This program administers a certified private contractor program to abate lead contaminated buildings on a Health Division referral basis.

### **FY05 Highlights**

In FY05, the Building Division will be responsible for supervising the former Health Division lead abatement inspectors and workers. In addition the Building Division's pro-active lead prevention program, the building division will assume responsibility for inspecting and making lead safe all children formerly served by the health Division.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o # of Homes made Safe (lead free)	104	124	130

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	0	0	303,010
Materials and Supplies	0	0	24,600
Equipment, Lease & Assets	0	0	5,300
Contractual and Other Services	0	0	27,285
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$360,195</b>
Total Use Tax Fund (Demolition)	\$0	\$0	\$0
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$360,195</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.00	8.00	9.00
Other	0.00	17.00	19.00
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.00</b>	<b>25.00</b>	<b>28.00</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 622 Neighborhood Stabilization</b>	

### **Mission & Services**

Work with citizens and government to improve and sustain a quality environment in city neighborhoods through problem solving, addressing public safety needs and addressing issues related to the delivery of city services. The CSB provides customer service to the citizens of St. Louis by efficiently and courteously registering and routing their requests for services and educating the public about governmental functions and responsibilities.

### **FY05 Highlights**

In FY05, the neighborhood quality of life indicators, will be conducted quarterly. The assessments of then neighborhoods' statistics and directing our problem solving efforts accordingly.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Abandoned call rate	8%	9%	12%
o Resolve citizen complaints	N/A	10,500	11,000
o Resolve Problem Prop Nuisance	N/A	1,400	1,500
o Total calls answered - Info Line	70,294	120,000	100,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,154,805	1,841,315	1,733,750
Materials and Supplies	7,287	6,455	3,955
Equipment, Lease & Assets	10,501	10,553	10,553
Contractual and Other Services	64,688	67,339	47,032
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,237,281</b>	<b>\$1,925,662</b>	<b>\$1,795,290</b>
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Grant and Other Funds	\$1,635,891	\$3,327,952	\$2,673,724
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<b>Total Budget All Funds</b>	<b>\$3,873,172</b>	<b>\$5,253,614</b>	<b>\$4,469,014</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	46.0	40.0	34.8
Other	0.0	6.0	6.2
<b>Total</b>	<b>46.0</b>	<b>46.0</b>	<b>41.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>622 Neighborhood Stabilization</b>	
<b>Program:</b>	<b>01 Neighborhood Stabilization Team</b>	

### **Mission & Services**

Work with citizens and government to improve and sustain a quality environment in city neighborhoods through problem solving, addressing public safety needs and addressing issues related to the delivery of city services. NST assigns 25 Neighborhood Stabilization Officers to work with residents and elected officials of each of the 79 city neighborhoods on increasing the communities' quality of life, specifically addressing public safety concerns.

### **FY05 Highlights**

In FY05, upon finalizing the neighborhood quality of life indicators, the Neighborhood Stabilization Team will begin conducting quarterly assessments of the neighborhoods' statistics and directing our problem solving efforts accordingly. A by-product of this effort, which is being completed in conjunction with the City ITSA department, will be a data warehouse - a single location where various city data sets can be housed and queried as needed by other city departments.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Requests for City information	N/A	11,000	12,000
o Educate Landlords	N/A	1,200	1,500
o Community Organizing Strategic Plans	55	70	90

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,699,108	1,447,162	1,376,644
Materials and Supplies	6,259	5,455	2,955
Equipment, Lease & Assets	8,750	9,425	9,425
Contractual and Other Services	63,318	60,239	43,032
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,777,435</b>	<b>\$1,522,281</b>	<b>\$1,432,056</b>
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Grant and Other Funds	\$1,635,891	\$3,327,952	\$2,673,724
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<b>Total Budget All Funds</b>	<b>\$3,413,326</b>	<b>\$4,850,233</b>	<b>\$4,105,780</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	34.0	30.0	26.8
Other	2.0	6.00	6.16
<b>Total</b>	<b>36.0</b>	<b>36.0</b>	<b>33.0</b>



<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>622 Neighborhood Stabilization</b>	
<b>Program:</b>	<b>02 Citizen Service Bureau</b>	

### **Mission & Services**

The CSB provides customer service to the citizens of St. Louis by efficiently and courteously registering and routing their requests for services and educating the public about governmental functions and responsibilities. The CSB staff of Customer Service Representatives answer the 622-4800 complaint line, enter work orders, route work orders and answer citizen questions about city department procedures. The CSRs also answer the City Hall Information Line, respond to complaints received via our on-line system, and conduct follow-up citizen satisfaction surveys.

### **FY05 Highlights**

In FY05, with assistance from the ITSA Department, we hope to implement a new call-center database program that will expand the functionality of our work order system for other departments, allowing them to streamline their work processes and realize a cost saving.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Total work orders entered	99,006	99,000	110,000
o Total on-line requests	4,919	6,000	8,000
o Call audit rating of 95%	N/A	94%	95%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	455,697	394,153	357,106
Materials and Supplies	1,028	1,000	1,000
Equipment, Lease & Assets	1,751	1,128	1,128
Contractual and Other Services	1,370	7,100	4,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$459,846</b>	<b>\$403,381</b>	<b>\$363,234</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$459,846</b>	<b>\$403,381</b>	<b>\$363,234</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	12.0	10.0	8.0
Other	0.0	0.00	0.00
<b>Total</b>	<b>12.0</b>	<b>10.0</b>	<b>8.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 625 City Emergency Management Agency</b>	

### **Mission & Services**

The City Emergency Management Agency (CEMA) directs the operation and maintenance of the Emergency Operations Center and its communication equipment, oversees the operation and maintenance of an outdoor warning siren system and maintains the City's mobile emergency communications van. CEMA is the main agency for planning and developing response plans to events of disaster or other emergencies. CEMA is the main training facility in the St. Louis area for the State Emergency Management Agency. In FY04, there are 80 classroom days/40 classes scheduled for State and Federal certification courses at the Emergency Operations Center.

### **FY05 Highlights**

In FY05, CEMA will be consolidated with the Director of Public Safety's office.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Emergency response drills/exercises	9	6	N/A
o Emergency response incidents	8	5	N/A
o Emergency management class days	96	94	N/A
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	352,889	270,504	0
Materials and Supplies	7,395	6,500	0
Equipment, Lease & Assets	540	0	0
Contractual and Other Services	6,532	8,500	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$367,356</b>	<b>\$285,504</b>	<b>\$0</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$367,356</b>	<b>\$285,504</b>	<b>\$0</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	6.0	5.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>5.0</b>	<b>0.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 632 Corrections / MSI</b>	

### **Mission & Services**

To enhance public safety throughout the community and within the Medium Security Institution. Through the MSI Inmate Housing Program the City provides facilities and staff to house and provide for the basic needs of a minimum of 966 pre-trial inmates. To enhance public safety throughout the City by conducting investigations (PSI, Needs Assessments, Risk Assessments, Indecency Investigations), supervise offenders (Diversion, Pre-Trial, Probation and Parole/re-entry) and establish and manage programs serving as alternatives to incarceration.

### **FY05 Highlights**

In FY05, MSI will continue to effectively manage staff to avoid overtime usage. The program will experience further staff and budget cutbacks in FY05 while the caseload is projected to increase and new and expansion of services is expected to occur.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Provide housing, food, and clothing			
- average prisoners/day	1,222	1,040	950
o Per Diem direct cost to confine inmates			
- in facilities	\$59.79	\$57.26	\$51.99
o Number of inmate grievances	101	100	100

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	11,644,818	10,497,624	10,960,776
Materials and Supplies	402,205	430,606	328,983
Equipment, Lease & Assets	78,594	83,287	21,572
Contractual and Other Services	3,876,254	4,022,250	4,025,949
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$16,001,871</b>	<b>\$15,033,767</b>	<b>\$15,337,280</b>
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Grant and Other Funds	\$0	\$132,095	\$181,816
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<b>Total Budget All Funds</b>	<b>\$16,001,871</b>	<b>\$15,165,862</b>	<b>\$15,519,096</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	285.0	252.0	252.0
Other	0.0	3.0	4.0
<b>Total</b>	<b>285.0</b>	<b>255.0</b>	<b>256.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>632 Corrections / MSI</b>	
<b>Program:</b>	<b>01 Inmate Housing - Medium Security Institution</b>	

### **Mission & Services**

To enhance public safety throughout the community and within the Medium Security Institution. Through the MSI Inmate Housing Program the City provides facilities and staff to house and provide for the basic needs of a minimum of 966 pre-trial inmates.

### **FY05 Highlights**

In FY05, MSI will continue to effectively manage staff to avoid overtime usage, and continue to maintain MSI while identifying improvements that enhance security and also help to operate more efficiently.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Number of escapes	1	0	0
o % of work orders completed in 24 hrs	N/A	90%	95%
o % of preventative maint. prgm complt.	N/A	100%	100%
o % of mandatory inspections compltd	N/A	100%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	9,803,289	8,701,858	9,033,248
Materials and Supplies	347,441	396,106	304,704
Equipment, Lease & Assets	29,900	61,252	12,943
Contractual and Other Services	3,789,110	3,907,868	3,984,916
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$13,969,740</b>	<b>\$13,067,084</b>	<b>\$13,335,811</b>
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Grant Funds	\$0	\$40,049	\$81,777
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<b>Total Budget All Funds</b>	<b>\$13,969,740</b>	<b>\$13,107,133</b>	<b>\$13,417,588</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	242.0	212.0	211.0
Other	0.0	1.0	2.0
<b>Total</b>	<b>242.0</b>	<b>213.0</b>	<b>213.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>632 Corrections / MSI</b>	
<b>Program:</b>	<b>02 Probation, Parole &amp; Alternative Sentencing</b>	

### **Mission & Services**

To enhance public safety throughout the City by conducting investigations (PSI, Needs Assessments, Risk Assessments, Indecency Investigations), supervise offenders (Diversion, Pre-Trial, Probation and Parole/re-entry) and establish and manage programs serving as alternatives to incarceration. St. Louis Parole and Probation provides supervision and services to State and Municipal Court offenders as a sentencing alternative to incarceration.

### **FY05 Highlights**

The program will experience further staff and budget cutbacks in FY05 while the caseload is projected to increase and new and expansion of services is expected to occur. Implementation of a Day Report Program is planned at the CJC designed to provide state and municipal courts an alternative to sentencing offenders in City Correctional facilities.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Total Clients Served	4,519	4,562	5,850
o Caseload per officer/specialist	377	380	532
o Cost Per Participant	N/A	N/A	\$85.09
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	724,765	732,756	747,633
Materials and Supplies	7,087	7,000	6,504
Equipment, Lease & Assets	35,860	10,661	8,629
Contractual and Other Services	68,308	61,565	35,983
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$836,020</b>	<b>\$811,982</b>	<b>\$798,749</b>
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Grant Funds	\$0	\$92,046	\$100,039
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<b>Total Budget All Funds</b>	<b>\$836,020</b>	<b>\$904,028</b>	<b>\$898,788</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	18.0	17.0	15.0
Other	0.0	2.0	2.0
<b>Total</b>	<b>18.0</b>	<b>19.0</b>	<b>17.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>632 Corrections / MSI</b>	
<b>Program:</b>	<b>03 Administration</b>	

### **Mission & Services**

To ensure that pre-trial detention facilities and Parole and Probation services are efficiently and professionally managed. Program 632-03 Administration provides executive and centralized support and services to MSI, CJC and Parole and Probation.

### **FY05 Highlights**

In FY05, MSI will develop and implement employee retention and recruitment efforts, and expand divisional training programs. In addition for FY05 MSI will reduce budget and staffing resources while continuing to provide necessities to inmates and enhancing public safety, through operational analysis to create further operational efficiencies. In FY05 MSI will work toward ACA accreditation for the Department.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Employee Retention/Turnover Rate	12.6%	15.6%	11.0%
o % of employees passing training exam	56%	51%	75%
o % of employee ratings submitted	96%	98%	100%
o % of employees completing training	85%	100%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,116,764	1,063,010	1,179,895
Materials and Supplies	47,677	27,500	17,775
Equipment, Lease & Assets	12,834	11,374	0
Contractual and Other Services	18,836	52,817	5,050
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,196,111</b>	<b>\$1,154,701</b>	<b>\$1,202,720</b>
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Grant Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,196,111</b>	<b>\$1,154,701</b>	<b>\$1,202,720</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	25.0	23.0	26.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>25.0</b>	<b>23.0</b>	<b>26.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 633 City Justice Center</b>	

### **Mission & Services**

The CJC Intake Services Program is responsible for processing all individuals held by the SLMPD or admitted to the Division of Corrections into the system as well as the release of these individuals. Through this program individuals are provided meals, medical care, hygiene supplies, wearing apparel, social services.

### **FY05 Highlights**

In FY05, CJC will configure the 4th floor to consolidate population leaving the 5th floor unoccupied to minimize staffing needs and create more efficient operations.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Average Prisoners/Day	N/A	450	600
o Number of escapes	0	0	0
o Number of Medical Services Provd	7,089	16,000	16,000
o Number of inmate grievances	51	50	50
o % of mandatory inspections compld	N/A	100%	100%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	8,913,524	10,434,913	8,857,857
Materials and Supplies	352,043	404,228	401,739
Equipment, Lease & Assets	54,781	32,163	29,836
Contractual and Other Services	4,604,840	5,234,398	4,642,020
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$13,925,188</b>	<b>\$16,105,702</b>	<b>\$13,931,452</b>
Grant Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$13,925,188</b>	<b>\$16,105,702</b>	<b>\$13,931,452</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	287.0	275.0	224.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>287.0</b>	<b>275.0</b>	<b>224.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>633 City Justice Center</b>	
<b>Program:</b>	<b>01 Inmate Housing</b>	

### **Mission & Services**

To enhance public safety throughout the community and within the City Justice Center. Through the Inmate Housing Program the City provides facilities and staff to house and provide for the basic needs of a minimum of 732 pre-trial inmates.

### **FY05 Highlights**

Reconfigure 4th floor to consolidate population leaving the 5th floor unoccupied to minimize staffing needs and create more efficient operations. Work toward ACA accreditation. Implement an operational plan for FY05 that further reduces staff without jeopardizing public safety. To continue implementation of a preventative maintenance program for CJC.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Number of Escapes	0	0	0
o % of accurate Inmate Counts	N/A	N/A	99%
o Number of Inmate Grievances	51	50	50
o Number of Medical Services Provided	7,089	1,600	1,600
o % of Preventative Programs Comp.	N/A	50%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	5,951,863	7,268,639	4,944,537
Materials and Supplies	298,089	378,728	318,371
Equipment, Lease & Assets	54,781	15,308	14,918
Contractual and Other Services	3,241,911	5,014,372	4,320,626
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$9,546,644</b>	<b>\$12,677,047</b>	<b>\$9,598,452</b>
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Grant Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$9,546,644</b>	<b>\$12,677,047</b>	<b>\$9,598,452</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	197.0	185.0	121.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>197.0</b>	<b>185.0</b>	<b>121.0</b>



<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>633 City Justice Center</b>	
<b>Program:</b>	<b>02 Intake Services</b>	

### **Mission & Services**

To enhance public safety throughout the City by effectively and efficiently processing individuals held and released at CJC under the SLMPD jurisdiction as well as individuals admitted and released from the Division of Corrections. The CJC Intake Services Program is responsible for processing all individuals held by the SLMPD or admitted to the Division of Corrections into the system as well as the release of these individuals. Through this program individuals are provided meals, medical care, hygiene supplies, wearing apparel, social services.

### **FY05 Highlights**

In FY05, CJC will implement a new operational plan that reduces staff and expenditures while continuing to improve upon all areas of operations. Continue to implement revised operational plans in FY05 to improve upon the management of inmate property.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Number of Inmate Escapes	0	0	0
o Number of erroneous releases	8	0	0
o Number of Inmates Admitted	8,688	11,296	11,250
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,961,661	3,166,274	3,913,320
Materials and Supplies	53,954	25,500	83,368
Equipment, Lease & Assets	0	16,855	14,918
Contractual and Other Services	1,362,929	220,026	321,394
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$4,378,544</b>	<b>\$3,428,655</b>	<b>\$4,333,000</b>
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Grant Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$4,378,544</b>	<b>\$3,428,655</b>	<b>\$4,333,000</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	90.0	90.0	103.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>90.0</b>	<b>90.0</b>	<b>103.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 650 Police Department</b>	

### **Mission & Services**

The City of St. Louis Police Department is governed by a Board of Police Commissioners, who are appointed by the Governor of the State of Missouri. The Mayor of the City is an ex officio member of the board and the City appropriates the funds necessary to operate the department.

### **FY05 Highlights**

In FY05, the St. Louis Police Department will continue to develop a "Verified Response" alarm bill to generate additional operating revenue for the department. Through attrition SLPD anticipates that its uniform strength will gradually lower to an average of 1,370 for FY05. The FY05 budget anticipates the reduction of over 30 civilian positions.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	111,940,896	117,410,201	115,403,686
Materials and Supplies	4,189,529	4,133,136	4,679,643
Equipment, Lease & Assets	2,355,587	1,412,614	1,890,898
Contractual and Other Services	7,770,831	7,289,884	7,897,028
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$126,256,843</b>	<b>\$130,245,835</b>	<b>\$129,871,255</b>
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Grant Funds	\$6,080,969	\$8,724,992	\$6,567,500
	\$0	\$0	\$0
Riverfront Gaming Fund	\$650,000	\$650,000	\$650,000
Local Use Tax	\$0	\$684,255	\$1,109,000

<b>Total Budget All Funds</b>	<b>\$132,987,812</b>	<b>\$140,305,082</b>	<b>\$138,197,755</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	1,404.0	1,404.0	1,325.7
Police Commissioned - Special Funds	99.0	90.0	51.3
Police Civilian	572.0	557.0	522.0
<b>Total</b>	<b>2,075.0</b>	<b>2,051.0</b>	<b>1,899.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>01 Board of Police Commissioners</b>	

### **Mission & Services**

The Board of Police Commissioners is responsible for establishing the rules, regulations, discipline and promotions of the Police Department's commissioned and civilian employees. It is also responsible for the licensing and regulation of over 5,000 licensed watchmen in the City of St. Louis. Units under the Board include the Secretary to the Board, Internal Audit, the Purchasing Division and Budget and Finance Division.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	9,699,123	9,168,393	8,418,665
Materials and Supplies	3,959	1,860	2,220
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	313,358	216,249	218,375
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$10,016,440</b>	<b>\$9,386,502</b>	<b>\$8,639,260</b>
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Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$10,016,440</b>	<b>\$9,386,502</b>	<b>\$8,639,260</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	1.0	1.0	2.0
Police Civilian	21.0	22.0	16.0

<b>Total</b>	<b>22.0</b>	<b>23.0</b>	<b>18.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>02 Chief of Police</b>	

### **Mission & Services**

The Office of the Chief of Police is responsible for the efficient and effective operation of the Department and implementation of all policies established by the Board of Police Commissioners. The Chief of Police provides command, coordination and control for four support divisions (planning and development, legal, human resources and public affairs) and two investigative units (intelligence and asset removal). It also provides administrative control and oversight of the Special Assignments Division.

### **FY05 Highlights**

In FY05, the Chief has directed the Asset Removal Team to ensure the Department's compliance with the Criminal Activity Forfeiture Act and all Federal asset forfeiture guidelines, as they relate to the seizure of assets purchased with proceeds from criminal involvement.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	17,010,905	21,440,820	26,833,534
Materials and Supplies	44,008	41,266	587,244
Equipment, Lease & Assets	0	0	1,636,082
Contractual and Other Services	2,215,697	2,191,067	5,087,952
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$19,270,610</b>	<b>\$23,673,153</b>	<b>\$34,144,812</b>
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Grant Funds	\$47,094	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$19,317,704</b>	<b>\$23,673,153</b>	<b>\$34,144,812</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	33.0	33.0	57.0
Police Civilian	26.0	24.0	50.0

<b>Total</b>	<b>59.0</b>	<b>57.0</b>	<b>107.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>03 Bureau of Community Policing</b>	

### **Mission & Services**

The primary mission of the Bureau of Community Policing is to provide uniformed patrol services to the Citizens of St. Louis. The officers, supervisors and commanders assigned to the Bureau, in addition to responding to citizens' requests for service, interact with various neighborhood groups in an effort to address issues of mutual concern, i.e., problems which detract from the peace and tranquility of those neighborhoods.

### **FY05 Highlights**

In FY05, the Bureau of Community Policing will continue the community-involvement initiatives of neighborhood stabilization assisting neighborhood organizations and developing and implementing a problem property program to be used Department-wide. It will continue to focus on anti-car theft initiatives and initiate a "comp-stat" crime tracking program.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	55,980,172	57,005,962	47,459,772
Materials and Supplies	217,429	177,982	106,786
Equipment, Lease & Assets	14,158	14,100	0
Contractual and Other Services	50,013	47,115	750
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$56,261,772</b>	<b>\$57,245,159</b>	<b>\$47,567,308</b>
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Grant Funds	\$6,033,875	\$8,724,992	\$6,567,500
Use Tax Fund	\$0	\$684,255	\$1,109,000
Riverfront Gaming Fund	\$650,000	\$650,000	\$650,000

<b>Total Budget All Funds</b>	<b>\$62,945,647</b>	<b>\$67,304,406</b>	<b>\$55,893,808</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned - General Fund	1,163.0	1,163.0	943.0
Police Comm. - Gaming Fund	0.0	0.0	0.0
Police Comm. - Grant & Other Funds	99.0	90.0	51.3
Police Civilian	49.0	44.0	31.0

<b>Total</b>	<b>1,311.0</b>	<b>1,297.0</b>	<b>1,025.3</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>04 Bureau of Investigation</b>	

### **Mission & Services**

The Bureau of Investigations conducts criminal investigations concerning crimes of homicide, sex crimes, child abuse, domestic abuse, fraud, auto theft, bombing and arson, vice and narcotics. Additionally, the Bureau handles all juvenile related incidents at schools, school buses and investigates reports of missing children. Prisoner Processing and the Laboratory Divisions also report to this Bureau. All prisoners are detained in the police holdover after their initial arrest. The Laboratory processes all evidence, drugs and crime scene data. State-of-the-art training and equipment ensures that the Lab meets the highest of standards demanded by the scientific community.

### **FY05 Highlights**

In FY05, the Bureau of Criminal Investigation will reduce auto theft by seeking grants from private and public sectors to increase resources, and collaborate with the Bureau of Community Policing to detect and apprehend car thieves.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	12,634,135	12,972,477	12,868,604
Materials and Supplies	342,838	324,330	337,699
Equipment, Lease & Assets	117,040	4,000	4,500
Contractual and Other Services	241,555	166,160	178,122
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$13,335,568</b>	<b>\$13,466,967</b>	<b>\$13,388,925</b>
Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$13,335,568</b>	<b>\$13,466,967</b>	<b>\$13,388,925</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Police Commissioned	166.0	166.0	168.7
Police Civilian	117.0	113.0	111.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>283.0</b>	<b>279.0</b>	<b>279.7</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>05 Bureau of Patrol Support</b>	

### **Mission & Services**

The mission of the Bureau of Patrol Support is to provide tactical support through special operations to the districts and divisions throughout the St. Louis Metropolitan Police Department. Personnel assigned to this Bureau are the first responders to all terrorist/hazardous material incidents. This mission is accomplished by various divisions assigned within the bureau of patrol support. The purpose of the Bureau of Patrol Support is to provide support services to the uniform officer on the street.

### **FY05 Highlights**

In FY05, the Bureau of Patrol Support will reduce the Department's involvement in the number of details reported, and involve the District/Patrol Division into the decision-making process of the details scheduled in their area of responsibility through prior planning instead of post-planning notification. Most of Patrol Support activities were previously budgeted under the Bureau of Patrol Support.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	0	0	5,924,111
Materials and Supplies	0	0	88,083
Equipment, Lease & Assets	0	0	22,425
Contractual and Other Services	0	0	46,380
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,080,999</b>
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Grant and Other Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,080,999</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	0.0	0.0	110.0
Police Civilian	0.0	8.0	7.0

<b>Total</b>	<b>0.0</b>	<b>8.0</b>	<b>117.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>06 Bureau of Administration</b>	

### **Mission & Services**

The Staff Office - Bureau of Administration has responsibility for providing the necessary support services required by the various units of the St. Louis Police Department. This includes operations analysis and research, technical services, transportation, building maintenance and maintenance of records, supplies and materials. The Bureau is commanded by the Deputy Chief who is directly responsible to the Chief of Police for accomplishing the goals and objectives of the Bureau and its divisions. The divisions of the bureau are: 1) Communications, 2) Communication Support, 3) Telephone Reporting, 4) Records, 5) Fleet Services, 6) Buildings, and 7) Supply.

### **FY05 Highlights**

In FY05, the Bureau of Administration will closely monitor on-going capital improvement projects associated with the Police Department, including construction of the new Criminal Laboratory.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	10,870,869	11,246,307	11,191,641
Materials and Supplies	2,880,678	3,098,983	3,404,891
Equipment, Lease & Assets	864,965	203,034	199,456
Contractual and Other Services	2,058,862	2,051,755	2,218,224
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$16,675,374</b>	<b>\$16,600,079</b>	<b>\$17,014,212</b>
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Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$16,675,374</b>	<b>\$16,600,079</b>	<b>\$17,014,212</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	8.0	8.0	7.0
Police Civilian	303.0	297.0	292.0
<b>Total</b>	<b>311.0</b>	<b>305.0</b>	<b>299.0</b>



<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>07 Bureau of Professional Standards</b>	

### **Mission & Services**

The Bureau of Professional Standards consists of the Internal Affairs Division which is responsible for accepting and investigating complaints and matters brought against Department members, the Police Academy (which includes the training section, armory, library and television units), and is responsible for all training needs Department-wide; the Special Services Division, which is responsible for coordinating the activities associated with the Limited Duty Section, Secondary Employment Unit and Private Security Section; and the Information Services Division.

### **FY05 Highlights**

In FY05, budget limitations will not prevent the Bureau of Professional Standards from providing effective service levels. The goals of the department will focus on increasing awareness of integrity and ethics in our officers, increasing training in use of force, and continuing the comprehensive management training curriculum for promoted officers.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	5,745,692	5,576,242	2,707,359
Materials and Supplies	700,617	488,715	152,720
Equipment, Lease & Assets	1,359,424	1,191,480	28,435
Contractual and Other Services	2,891,346	2,617,538	147,225
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$10,697,079</b>	<b>\$9,873,975</b>	<b>\$3,035,739</b>
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Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$10,697,079</b>	<b>\$9,873,975</b>	<b>\$3,035,739</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	33.0	33.0	38.0
Police Civilian	56.0	49.0	15.0
<b>Total</b>	<b>89.0</b>	<b>82.0</b>	<b>53.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 651 Police Retirement System</b>	

### **Mission & Services**

The Police Retirement System is one of three pension systems funded by the City of St. Louis. The Police Retirement System is governed by a Board of Trustees, comprised of 3 elected police officers, 2 elected retired police officers, a member of the Board of Police Commissioners, the Comptroller or designee, and 3 individuals appointed by the Mayor. The City is required by statute to fund fifty percent of the Police Retirement Board's salary and benefit expenses.

### **FY05 Highlights**

The FY05 budget includes a resumption of contributions to the pension system at 6% of covered payroll.

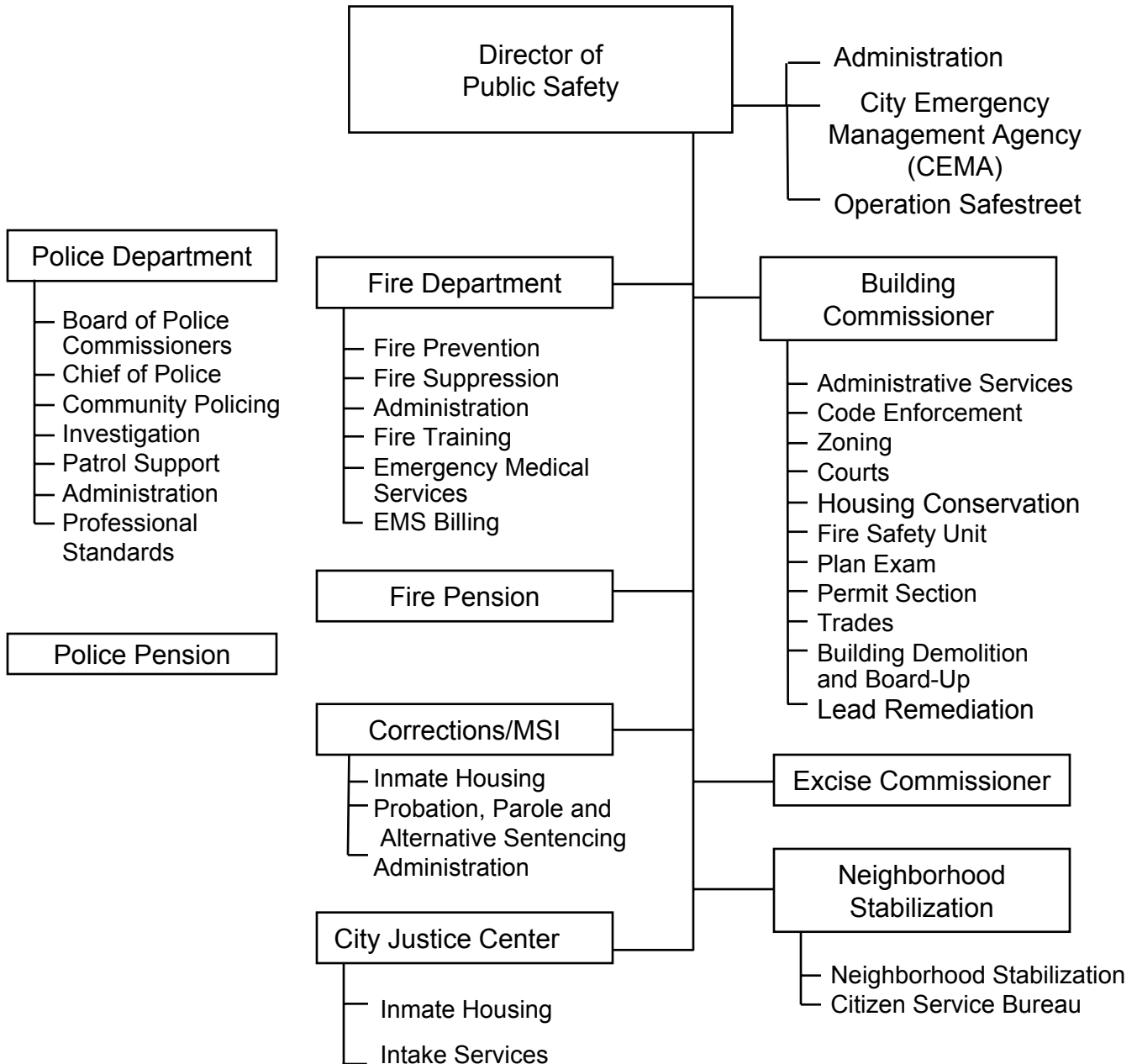
<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	317,912	4,414,190	4,406,354
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$317,912</b>	<b>\$4,414,190</b>	<b>\$4,406,354</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$317,912</b>	<b>\$4,414,190</b>	<b>\$4,406,354</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

## **DEPARTMENT OF PUBLIC SAFETY**

# DEPARTMENT OF PUBLIC SAFETY

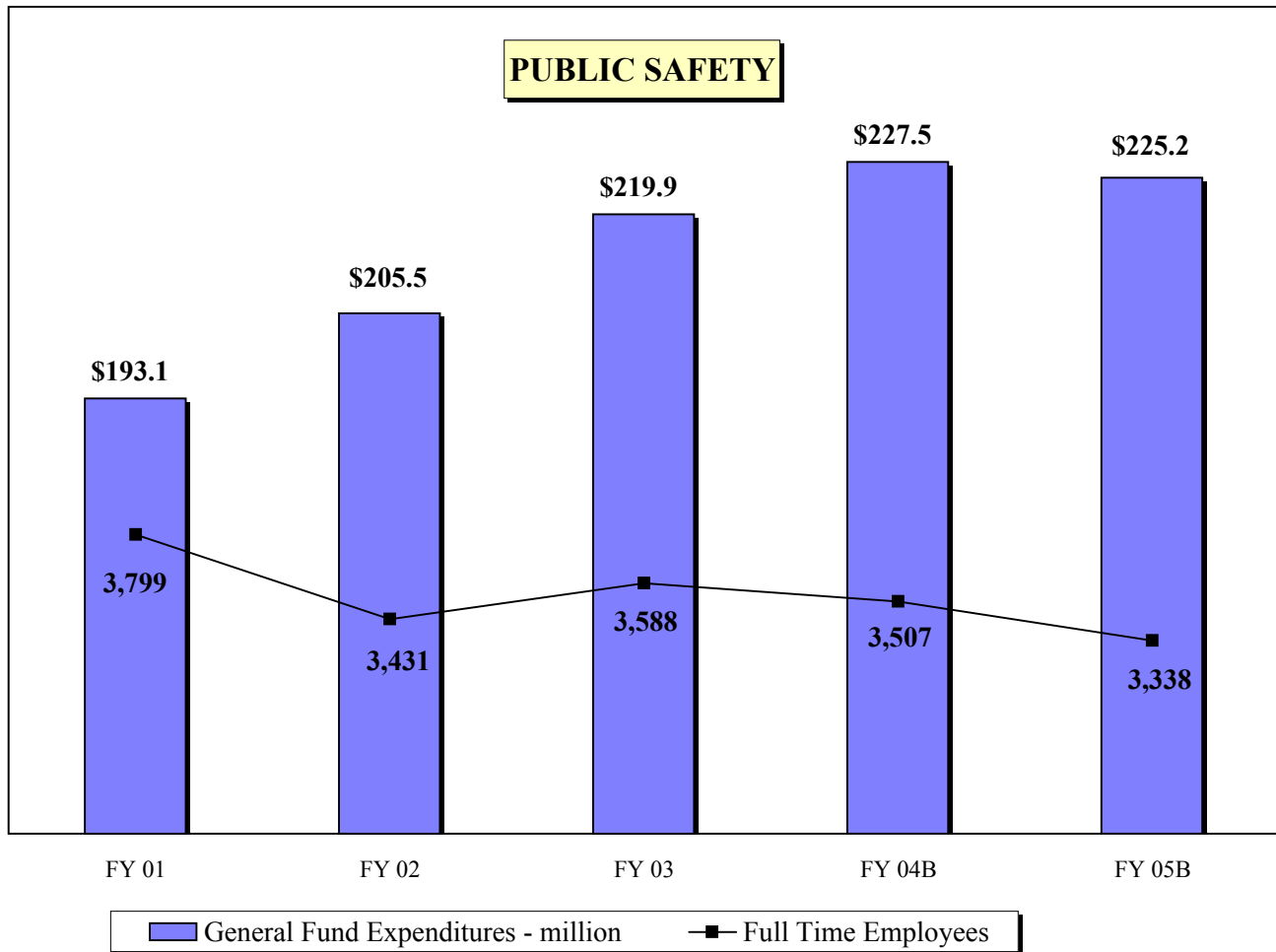


# PUBLIC SAFETY

Budget By Division	Actual FY03	Budget FY04	Budget FY05
610 Director of Public Safety	551,647	499,649	727,120
611 Fire Department	47,389,664	47,278,702	47,045,101
612 Firefighter's Retirement System	5,835,587	4,694,329	4,675,995
616 Excise Commissioner	307,671	331,898	331,674
620 Building Commissioner	6,642,600	6,689,427	7,064,655
622 Neighborhood Stabilization	2,237,281	1,925,662	1,795,290
625 Emergency Management Agency	367,356	285,504	0
632 Corrections / MSI	16,001,871	15,033,767	15,337,280
633 City Justice Center	13,925,188	16,105,702	13,931,452
650 Police Department	126,256,843	130,245,835	129,871,255
651 Police Retirement System	317,912	4,414,190	4,406,354
<b>Total General Fund</b>	<b>\$219,833,620</b>	<b>\$227,504,665</b>	<b>\$225,186,176</b>
Total Use Tax Fund	\$841,207	\$5,436,313	\$5,859,832
Grant and Other Funds	\$14,228,125	\$16,258,369	\$16,320,681
<b>Total Department All Funds</b>	<b>\$234,902,952</b>	<b>\$249,199,347</b>	<b>\$247,366,689</b>

Personnel By Division	Actual FY03	Budget FY04	Budget FY05
610 Director of Public Safety	9.0	7.0	11.0
611 Fire Department	829.0	829.0	830.0
612 Firefighter's Retirement System	0.0	0.0	0.0
616 Excise Commissioner	6.0	6.0	6.0
620 Building Commissioner	144.0	132.0	132.0
622 Neighborhood Stabilization	46.0	40.0	34.8
625 Emergency Management Agency	6.0	5.0	0.0
632 Corrections / MSI	285.0	252.0	252.0
633 City Justice Center	287.0	275.0	224.0
650 Police Department (Uniformed)	1,404.0	1,404.0	1,325.7
650 Police Department (Civilian)	572.0	557.0	522.0
651 Police Retirement System	0.0	0.0	0.0
<b>Total General Fund</b>	<b>3,588.0</b>	<b>3,507.0</b>	<b>3,337.5</b>
Total Use Tax Fund	33.0	34.0	34.0
Grant and Other Funds - Police Uniform	99.0	90.0	51.3
Grant and Other Funds - All Other	26.0	59.0	67.2
<b>Total Department All Funds</b>	<b>3,746.0</b>	<b>3,690.0</b>	<b>3,490.0</b>

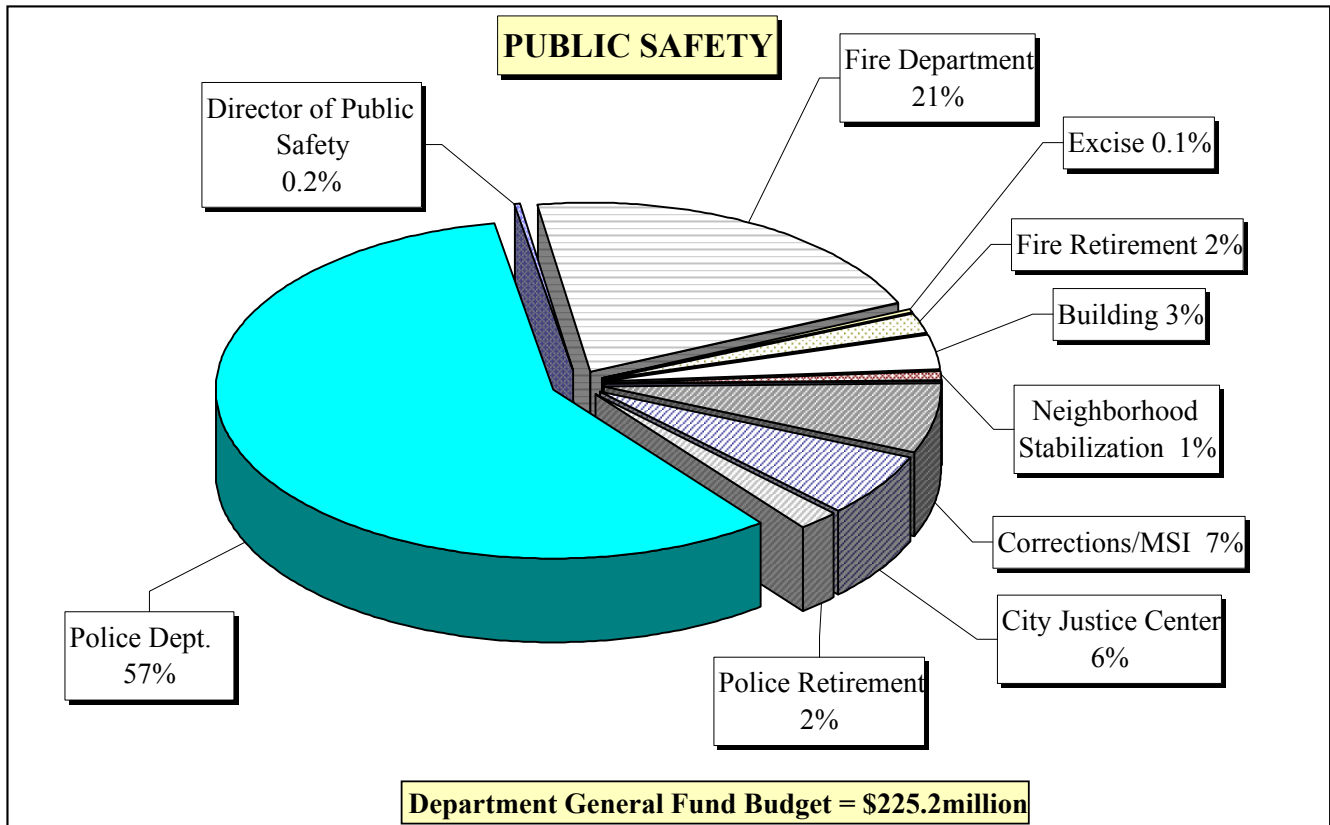
## PUBLIC SAFETY



### Major Goals & Highlights

- o Realize \$2.0 mil. in reduced costs through operational review of Corrections Div.
- o Bureau of Criminal Investigation will reduce auto theft by seeking grants from private and public sectors
- o Upgrade Emergency Management Training of all City Departments
- o Improve the enforcement of Fire Codes through the more timely processing of violations and complaints
- o Investigate 150 complaints, issue 250 permits, and inspect 1,200 plants
- o Investigate all liquor law violations and complaints within 72 hours
- o Increase Emergency Medical Services (EMS) revenue through Medicare activities by \$200,000

# Public Safety



## Major Goals & Highlights

- o Emergency Medical Service will bill over 40,000 claims in FY05
- o CEMA consolidate into the Directors office to streamline activities.
- o Conduct undercover investigations at various locations to combat underage drinking
- o Projected \$700,000 increase in revenue from Emergency Medical Services, total revenue is projected to reach nearly \$6.5 million in FY05
- o Building Division will be responsible for supervising the former Health Division lead abatement inspectors and workers
- o Scan all zoning hearing files for more efficient storage and future reference
- o Realize overtime savings through management of Fire Dept. scheduled overtime
- o Develop block by block inspection procedures in concert with building inspections

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 610 Director of Public Safety</b>	

### **Mission & Services**

The Director of Public Safety oversees operation of the public safety divisions, including the Building Division, Division of Corrections, Excise Division, Fire Department, City Emergency Management Agency and Neighborhood Stabilization Program.

### **FY05 Highlights**

The Director of Public Safety will oversee all public safety activities including the new Justice Center which is in its second year of operation. In FY05, CEMA will combine with the Directors office to streamline activities. In addition the building division has received additional responsibilities in lead abatement activities throughout the City.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	536,741	470,699	681,270
Materials and Supplies	3,822	3,500	15,650
Equipment, Lease & Assets	2,515	3,000	4,000
Contractual and Other Services	8,569	22,450	26,200
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$551,647</b>	<b>\$499,649</b>	<b>\$727,120</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$551,647</b>	<b>\$499,649</b>	<b>\$727,120</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	9.0	7.0	11.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
	9.0	7.0	11.0

Total



<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 611 Fire Department</b>	

### **Mission & Services**

The St. Louis Fire Department is charged with providing fire, rescue, and emergency medical services for the protection of life, property, commerce, and the environment in the City of St. Louis. The Fire Department employs over 600 uniformed fire suppression personnel and 135 emergency medical personnel. These personnel are stationed at 30 engine houses, the Fire Department Shop, the Fire Department Headquarters, and the Bureau of Emergency Medical Services administrative offices. Additionally, 58 fire suppression personnel are stationed at Lambert International Airport. 64 civilian employees, including 32 dispatchers, also occupy positions at Headquarters and EMS offices.

### **FY05 Highlights**

During FY05, the Fire Department will continue the renovations of its engine houses. 18 of the fire houses have been fully renovated and the remaining fire houses will be complete by FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	46,249,886	45,555,954	45,416,231
Materials and Supplies	638,485	1,123,038	1,011,280
Equipment, Lease & Assets	80,209	104,300	91,200
Contractual and Other Services	421,084	495,410	526,390
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$47,389,664</b>	<b>\$47,278,702</b>	<b>\$47,045,101</b>
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Grant and Other Funds	\$192,849	\$0	\$0
Riverfront Gaming Fund	\$40,273	\$25,000	\$25,000

<b>Total Budget All Funds</b>	<b>\$47,622,786</b>	<b>\$47,303,702</b>	<b>\$47,070,101</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	829.0	829.0	830.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>829.0</b>	<b>829.0</b>	<b>830.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>01 Fire Prevention Bureau</b>	

### **Mission & Services**

The Bureau of Fire Prevention has three major divisions; code enforcement, fire investigation, and public education. The code enforcement division is responsible for enforcing provisions of the Fire Prevention Code, two Carbon Monoxide detector ordinances, the smoke detector ordinance, and the hazardous material ordinance. The fire investigation division investigates the cause and origin of all fires that can not be determined by the Suppression Bureau. The fire investigation division investigates the cause and origin of all fires that can not be determined by the Suppression Bureau.

### **FY05 Highlights**

In FY05, the public education division will continue to develop and distribute fire prevention literature, and manages the smoke detector distribution program.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Review architectural plans	69	76	70
o Sprinkler system tests	1,093	1,216	1,100
o Fire prevention presentations	248	92	300
o Fire alarm & detection tests	11,065	24,144	11,500
o Citizens reached by public edu.	N/A	N/A	82,470
o % of Determined Cause & Origin	N/A	N/A	82%

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	889,648	919,000	1,050,517
Materials and Supplies	3,505	6,360	5,260
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	12,427	14,520	11,400
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$905,580</b>	<b>\$939,880</b>	<b>\$1,067,177</b>
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Grant and Other Funds	\$7,849	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$913,429</b>	<b>\$939,880</b>	<b>\$1,067,177</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	14.0	14.0	17.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>14.0</b>	<b>14.0</b>	<b>17.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>02 Fire Suppression</b>	

### **Mission & Services**

The Fire Suppression Program maintains 34 four-person fire companies, a marine unit and two six-person heavy duty rescue squads 24 hours a day to meet the City's fire suppression needs. Stationed at 30 firehouses throughout the City, these personnel are also called to respond to rescue situations and incidents involving the containment of hazardous materials.

### **FY05 Highlights**

Fire Suppression in FY05 will continue to improve all aspects of fire suppression including smoke detector installation, familiarization surveys, and continued education and training.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Incident responses	42,136	43,500	44,000
o Respond to fires	5,701	6,032	7,000
o Respond to medical emergencies	65,137	65,000	65,000
o Respond to marine incidents	42	45	45
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	35,713,149	34,720,028	34,763,703
Materials and Supplies	291,237	563,528	506,940
Equipment, Lease & Assets	24,343	30,200	30,200
Contractual and Other Services	217,889	243,590	263,590
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$36,246,618</b>	<b>\$35,557,346</b>	<b>\$35,564,433</b>
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Grant and Other Funds	\$185,000	\$0	\$0
Riverfront Gaming Fund	\$40,273	\$25,000	\$25,000

<b>Total Budget All Funds</b>	<b>\$36,471,891</b>	<b>\$35,582,346</b>	<b>\$35,589,433</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	625.0	625.0	624.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>625.0</b>	<b>625.0</b>	<b>624.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>03 Administration</b>	

### **Mission & Services**

The Administration Section of the Fire Department provides management and support for payroll services, financial and budgeting services, information systems & services, prevention, suppression, Emergency Medical Service, EMS Billing, and department training programs.

### **FY05 Highlights**

In FY05, the Administration Section will work to improve the effectiveness and efficiency of services provided by all Fire Department sections. In addition the Fire Department expects to realize overtime savings through aggressive management of Fire Department overtime.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	439,163	435,063	445,407
Materials and Supplies	11,463	16,800	7,300
Equipment, Lease & Assets	3,541	4,000	19,000
Contractual and Other Services	11,126	13,000	13,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$465,293</b>	<b>\$468,863</b>	<b>\$484,707</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$465,293</b>	<b>\$468,863</b>	<b>\$484,707</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	9.0	9.0	9.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>04 Fire Training</b>	

### **Mission & Services**

The St. Louis Fire Academy provides training for St. Louis firefighters. Training activities include certifying recruits for active duty as firefighters and training Fire Department personnel on the response procedures for fire incidents, hazardous waste spills, medical and other emergencies. Over the past decade, the Fire Academy has greatly improved its training by providing certifiable, performance based training to Fire Department personnel.

### **FY05 Highlights**

The Fire department in FY05 will attempt to control overtime that results from training of new recruits.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Recruits trained	60	60	30
o Medics trained	40	50	70
o Presentations	600	600	600
o First Responder training	600	600	700
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	586,620	601,742	485,143
Materials and Supplies	13,502	19,900	19,500
Equipment, Lease & Assets	6,729	6,600	13,600
Contractual and Other Services	26,446	45,300	45,300
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$633,297</b>	<b>\$673,542</b>	<b>\$563,543</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$633,297</b>	<b>\$673,542</b>	<b>\$563,543</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	8.0	8.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>8.0</b>	<b>8.0</b>	<b>7.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>05 Emergency Medical Services</b>	

### **Mission & Services**

Emergency Medical Services provides emergency medical care and transportation to citizens and visitors of the City who are stricken with sudden illness or injury. In FY03, EMS responded to 60,923 emergency calls and transported over 40,800 patients to St. Louis area hospitals. In FY05 it is projected that EMS will transport over 40,000 patients. Each EMS ambulance is equipped as a mobile intensive care unit and is staffed with state licensed paramedics and emergency medical technicians.

### **FY05 Highlights**

In FY05, the bureau will continue to improve public confidence in the city's emergency medical services and will work to reduce the number of frivolous and unnecessary calls for emergency medical services. The EMS bureau also will establish, improve, and monitor its strategic plan.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Responses to Emergency calls	64,987	6,000	60,000
o Transportation of patients - trips	41,589	40,500	40,500
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	8,276,136	8,533,865	8,319,369
Materials and Supplies	306,489	494,150	465,980
Equipment, Lease & Assets	42,940	60,500	25,400
Contractual and Other Services	65,044	76,000	90,100
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$8,690,609</b>	<b>\$9,164,515</b>	<b>\$8,900,849</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$8,690,609</b>	<b>\$9,164,515</b>	<b>\$8,900,849</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	164.0	164.0	164.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>164.0</b>	<b>164.0</b>	<b>164.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>611 Fire Department</b>	
<b>Program:</b>	<b>06 EMS Billing</b>	

### **Mission & Services**

Emergency Medical Services billing collects revenue for the emergency medical transport services provided by the Fire Department. The billing section is working to implement new procedures and auto- mation to improve the efficiency, effectiveness, and economy of the billing functions. New billing system computer hardware and software are in place.

### **FY05 Highlights**

In FY05, EMS billing projects an increase of over \$700,00 in revenues and hopes to surpass that amount in FY06. In addition, in FY05 a continued integration of a pen-based field documentation system will result in increased accuracy and efficiency by reducing data entry time.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o % of EMS invoices paid	40%	51%	52%
o Issue bill after incident - working days	5	5	4
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	345,170	346,256	352,092
Materials and Supplies	12,289	22,300	6,300
Equipment, Lease & Assets	2,656	3,000	3,000
Contractual and Other Services	88,152	103,000	103,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$448,267</b>	<b>\$474,556</b>	<b>\$464,392</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$448,267</b>	<b>\$474,556</b>	<b>\$464,392</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	9.0	9.0	9.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 612 Firefighter's Retirement System</b>	

### **Mission & Services**

The Fire Retirement System is one of three pension systems funded by the City of St. Louis. The Fire Retirement System is governed by a Board of Trustees, comprised of 3 elected firefighters, 1 elected retired firefighter, the Chief of the Fire Department, the Comptroller or designee, and 2 individuals appointed by the Mayor.

### **FY05 Highlights**

The FY05 Budgeted funds equal 6% of covered payroll as well as the debt payments on the outstanding pension bonds.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	3,028,506	1,884,356	1,870,730
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	2,807,081	2,809,973	2,805,265
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<b>Total General Fund</b>	<b>\$5,835,587</b>	<b>\$4,694,329</b>	<b>\$4,675,995</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$5,835,587</b>	<b>\$4,694,329</b>	<b>\$4,675,995</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 616 Excise Commissioner</b>	

### **Mission & Services**

The mission of the Excise Division is to efficiently and expeditiously administer the liquor licensing process, collection of fees, enforcement of the Liquor Ordinances and monitoring of liquor related businesses as they affect the quality of life in the City of St. Louis. The Excise Division issues and renews liquor licenses and permits to businesses and enforces the liquor code.

### **FY05 Highlights**

In FY05, the Excise Division plans to monitor trouble spots and enact problem solving initiatives, investigate and respond to all liquor law violations and complaints within a 72 hour period. This Division also maintains a continuous effort to upgrade the quality of licensees and monitors the operation of their businesses.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Issue/renew licenses and permits	154,242	140,000	143,950
o Conduct hearings on applications	110	150	160
o Issue citations/City Court summons	260	400	425
o Monitor trouble spots	100	110	120
o Conduct undercover investigations	210	300	320
o % of Complaints responded	83%	90%	95%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	286,229	316,537	313,516
Materials and Supplies	4,761	5,100	4,900
Equipment, Lease & Assets	892	2,061	5,558
Contractual and Other Services	15,789	8,200	7,700
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$307,671</b>	<b>\$331,898</b>	<b>\$331,674</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$307,671</b>	<b>\$331,898</b>	<b>\$331,674</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	6.0	6.0	6.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 620 Building Commissioner</b>	

### **Mission & Services**

The Building Division is responsible for ensuring that residents and businesses comply with the City building code. The Building Division issues building permits, conducts building inspections, demolishes vacant buildings, and enforces zoning ordinances. This division also operates the Housing Conservation program, designed to preserve the City's housing stock.

### **FY05 Highlights**

In FY05, the Building Commissioner will continue to administer the \$3 million in annual allocations of received additional responsibilities in Lead remediation formally managed by the Health Department.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	6,341,065	6,375,177	6,693,220
Materials and Supplies	69,731	86,100	110,700
Equipment, Lease & Assets	41,471	45,000	50,300
Contractual and Other Services	190,333	183,150	210,435
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$6,642,600</b>	<b>\$6,689,427</b>	<b>\$7,064,655</b>
Total Use Tax Fund	\$841,207	\$4,752,058	\$4,750,832
Grant and Other Funds	\$5,628,143	\$3,398,330	\$6,222,641
<b>Total Budget All Funds</b>	<b>\$13,111,950</b>	<b>\$14,839,815</b>	<b>\$18,038,128</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	144.0	132.0	132.0
Use Tax Fund	0.0	36.0	34.0
Other	26.0	50.0	57.0
<b>Total</b>	<b>170.0</b>	<b>218.0</b>	<b>223.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>01 Administrative Services</b>	

### **Mission & Services**

To enforce the ordinances and codes of the City of St. Louis honestly, fairly, and efficiently, recognizing that public health & safety and welfare is our primary mission, but also realizing that the citizens of St. Louis are its customers and they must be served in a courteous and respectful manner. This program provides management and policy direction for the entire Building Division. This program is responsible for ensuring that the outputs of all Sections directly contributes to accomplishing the overall mission of the Building Division. This program is responsible for the coordination of budgets, monitoring of expenditures, all financial transactions, all payroll and personnel matters, and providing all support services for the Division.

### **FY05 Highlights**

In FY05 the Building Division will manage the new expanded Lead Poisoning Prevention Program, and fully utilize the departments new Document Imaging system.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	541,532	500,505	513,058
Materials and Supplies	7,959	14,206	14,206
Equipment, Lease & Assets	1,803	3,000	3,000
Contractual and Other Services	6,600	6,800	6,800
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$557,894</b>	<b>\$524,511</b>	<b>\$537,064</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$557,894</b>	<b>\$524,511</b>	<b>\$537,064</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	11.0	8.0	8.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>11.0</b>	<b>8.0</b>	<b>8.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>02 Code Enforcement</b>	

### **Mission & Services**

To protect public safety via a comprehensive inspection program that utilizes effective enforcement of all applicable Building Codes for new construction, the rehabilitation of existing structures, and the safe occupancy of residential and commercial structures. This program responds to diverse service request from citizens via the CSB, maintaining an average three (3) day response time. This program provides a minimum of one (1) site visit per week for all construction related permits. Occupancy and demolition inspections are also performed, contributing to increase public safety. This program also contains the Project 87 & Project 88 Sections, which work closely with police to close drug nuisance properties.

### **FY05 Highlights**

In FY05, Building Division will continue improvements in the quality of service delivered to citizens.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o # of Occupancy Inspections	57,000	58,000	60,000
o # of Permit Inspections	N/A	12,750	12,750
o # of Services Request Inspection	N/A	42,000	44,000
o Hours per Inspection	0.6	0.7	0.6
o Avg. # Days from Request to Inspect	3	3	3

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,202,714	2,264,124	2,437,511
Materials and Supplies	33,368	30,500	30,500
Equipment, Lease & Assets	10,121	16,840	16,840
Contractual and Other Services	107,301	109,853	109,853
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,353,504</b>	<b>\$2,421,317</b>	<b>\$2,594,704</b>
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Grant and Other Funds	\$1,131,420	\$1,356,557	\$4,089,651
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<b>Total Budget All Funds</b>	<b>\$3,484,924</b>	<b>\$3,777,874</b>	<b>\$6,684,355</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	52.0	46.0	50.0
Other	16.0	16.0	19.0
<b>Total</b>	<b>68.0</b>	<b>62.0</b>	<b>69.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>03 Zoning</b>	

### **Mission & Services**

To protect public safety via the review of all building and occupancy permit applications, responding to Zoning inquires, administering the flood plain ordinance, and administering the Board of Adjustment. This program reviews all routed building permits for compliance with the zoning ordinance and is involved with the Board of Public Service's permit process. This program is responsible for the zoning ordinance. It advises the Planning Commission on zoning matters and conducts conditional use hearings to ensure compliance with the zoning ordinance.

### **FY05 Highlights**

In FY05, the Building Division will continue to expand the housing Conservation District program to a City- wide basis. Further more continue to strive for continuous improvement in the quality of service delivered to citizens.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Zoning permit reviews	6,000	7,000	7,000
o Conditional use hearings	N/A	440	500
o Board of Adjustment appeals	N/A	120	120

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	296,047	276,084	340,441
Materials and Supplies	2,449	4,000	4,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	18,490	6,800	6,800
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$316,986</b>	<b>\$286,884</b>	<b>\$351,241</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$316,986</b>	<b>\$286,884</b>	<b>\$351,241</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	7.0	6.0	7.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>6.0</b>	<b>7.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>04 Courts</b>	

### **Mission & Services**

To provide an effective prosecution of building code violations for non-compliant landlords/owner occupants The Court section is responsible for filing cases for violation of all ordinances for prosecution in Housing Court. The filing of a court case is the final attempt to gain a landlord's/owner occupants compliance with existing ordinances when all other attempts at voluntary compliance have failed.

### **FY05 Highlights**

Continue to implement and manage, in conjunction with City Counselor's Office, program to legally document and archive Building Division court records. Furthermore, continue to assist in the development of New Neighborhood Court Procedures in FY05.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Court Case Docketing Research	2,400	5,500	5,500

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	141,768	189,963	159,151
Materials and Supplies	1,225	2,000	2,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,427	2,500	2,500
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$145,420</b>	<b>\$194,463</b>	<b>\$163,651</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$145,420</b>	<b>\$194,463</b>	<b>\$163,651</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	4.0	5.0	4.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>4.0</b>	<b>5.0</b>	<b>4.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>06 Housing Conservation Districts</b>	

### **Mission & Services**

To protect public safety via a comprehensive inspection program to preserve the quality of the City's housing stock and protect its neighborhoods from deterioration while providing the City with significant, pro-active lead prevention services. The Housing Conservation District Program is designed to preserve the City's housing stock and protect its neighborhoods from deterioration by inspecting housing units whenever there is a sale of residential property or a change of tenant in a residential unit.

### **FY05 Highlights**

In FY05, the Building Division will maintain an average original inspection response time of three (3) business days or less.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Issue inspection certificates	16,703	17,000	17,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	813,645	1,662,308	1,661,082
Materials and Supplies	4,052	29,000	29,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	23,510	60,750	60,750
Debt Service and Special Charges	0	0	0
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<b>Total Use Tax Fund</b>	<b>\$841,207</b>	<b>\$1,752,058</b>	<b>\$1,750,832</b>
Total General Fund	\$0	\$0	\$0
Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$841,207</b>	<b>\$1,752,058</b>	<b>\$1,750,832</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Use Tax Fund	33.0	34.0	34.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>33.0</b>	<b>34.0</b>	<b>34.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>07 Fire Safety Unit</b>	

### **Mission & Services**

To protect public safety via enforcement of selected provisions of the Fire Prevention code. This program is primarily inspecting places of public assembly and commercial businesses. Inspections involve exits, exit signs, means of egress, occupancy loads, fire protection systems and other items related to fire safety.

### **FY05 Highlights**

In FY05, the Building Division will develop block by block inspection procedures in concert with the Building Inspection Section. In addition, expand annual inspection procedures to include; Places of public assembly, Educational Facilities, and High rise residential and business.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Fire safety inspections	N/A	7,000	7,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	573,061	609,256	421,208
Materials and Supplies	5,935	9,694	9,694
Equipment, Lease & Assets	4,808	8,000	8,000
Contractual and Other Services	582	600	600
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$584,386</b>	<b>\$627,550</b>	<b>\$439,502</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$584,386</b>	<b>\$627,550</b>	<b>\$439,502</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	13.0	12.0	8.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>13.0</b>	<b>12.0</b>	<b>8.0</b>

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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>08 Plan Exam</b>	

### **Mission & Services**

To protect public safety via comprehensive plan reviews on new construction, alterations, and additions to ensure that the proposed projects comply with the Building g Code. This program, staffed by professional engineers and architects, conducts preliminary plan reviews for proposed projects, provides technical information to permit applicants, and provides field support to building inspectors as needed. This section also administers the Board Of Building Appeals. The Plan Exam Program is a critical component of the ONE STOP SHOP for Permits.

### **FY05 Highlights**

In FY05, Building Division will continue to expand the comprehensive preliminary project review process. In addition scanning all board hearing documents for more efficient storage.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Review building plans	5,000	7,500	7,500
o Board of Appeals hearings	170	100	150
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Personal Services	370,963	424,073	410,428
Materials and Supplies	3,061	5,000	5,000
Equipment, Lease & Assets	902	1,500	1,500
Contractual and Other Services	15,408	15,875	15,875
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$390,334</b>	<b>\$446,448</b>	<b>\$432,803</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$390,334</b>	<b>\$446,448</b>	<b>\$432,803</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	6.0	6.0	6.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>09 Permit Section</b>	

### **Mission & Services**

To streamline the building permit process, making the process more efficient and responsive to customer needs, thereby producing increased customer satisfaction and a climate conducive to development. This Section receives all applications for building, occupancy and demolition permits, monitoring the progress of these applications and issues permits after the routing process has been completed. This Section is headquarters for the ONE STOP SHOP for Building permits.

### **FY05 Highlights**

In FY05, the Building Division will continue to strive for continuous improvement in the ONE STOP SHOP for Building permits. In addition, maintain a goal of issuing 80% of all building permits on a same day, over the counter basis. Furthermore, continue to explore feasibility of procuring new permit software.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Issue permits	6,700	8,075	8,500
o % of permits issued same day	82.8%	82.6%	85.0%
o Avg. # of Days to Issue Building Prmt.	N/A	2.6	2.0
o Man Hours per Permit Issued	7.2	7.2	7.0

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	379,055	453,408	404,414
Materials and Supplies	5,265	8,600	8,600
Equipment, Lease & Assets	5,157	8,580	8,580
Contractual and Other Services	8,250	8,500	8,500
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$397,727</b>	<b>\$479,088</b>	<b>\$430,094</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$397,727</b>	<b>\$479,088</b>	<b>\$430,094</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	10.0	11.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>11.0</b>	<b>10.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>10 Trades</b>	

### **Mission & Services**

To protect public safety via a comprehensive inspection/licensing program for ensuring compliance with Plumbing, Electrical and Mechanical Ordinances. The Trades Section is composed of the Plumbing, Electrical, and Mechanical Equipment Sections. Each of these sections performs field inspections and issues permits. This program issues licenses for Apprentice, Journeyman, Master plumbers, Drain Layers, Stationary Engineers, Electrical Contractors, Journeyman Pipe fitters, Mechanical Contractors, Apprentice and Journeyman Sprinkler Contractors. Licenses are issued after the applicant has successfully completed the appropriate examination and has been certified by the appropriate examining board.

### **FY05 Highlights**

In FY05, the Building Division will continue the adoption of new Electrical, Mechanical, and Plumbing Codes.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Electrical Permits Issued	11,500	11,000	11,500
o Mechanical Permits Issued	600	700	800
o Plumbing Permits Issued	6,100	6,700	6,800

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,531,878	1,657,764	1,703,999
Materials and Supplies	7,408	12,100	12,100
Equipment, Lease & Assets	18,680	7,080	7,080
Contractual and Other Services	31,275	32,222	32,222
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,589,241</b>	<b>\$1,709,166</b>	<b>\$1,755,401</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,589,241</b>	<b>\$1,709,166</b>	<b>\$1,755,401</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	32.0	30.0	30.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>32.0</b>	<b>30.0</b>	<b>30.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>11 Building Demolition and Board-up</b>	

### **Mission & Services**

To protect public safety and to stabilize neighborhoods via the board-up and removal of unsafe, structurally unsound buildings and to provide a more attractive environment by the elimination of unsightly, abandoned buildings detrimental to property values. This program administers all demolition activity including demolitions funded By Special Use Tax, federal grants and emergency demolitions from the Special Demolition Fund

### **FY05 Highlights**

In FY05, the Building Division will continue to provide rapid response and "on call" service for emergency demolition situations. In addition, continue to board-up and secure buildings within five (5) business days of notification while maintaining immediate board-up service for emergency situations.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Secure vacant buildings	13,000	13,500	17,000

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	304,047	0	0
Materials and Supplies	3,061	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$307,108</b>	<b>\$0</b>	<b>\$0</b>
Total Use Tax Fund (Demolition)	\$0	\$3,000,000	\$3,000,000
Grant and Other Funds	\$4,496,723	\$2,041,773	\$2,132,990
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$4,803,831</b>	<b>\$5,041,773</b>	<b>\$5,132,990</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	9.00	0.00	0.00
Other	10.00	19.00	19.00
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>19.00</b>	<b>19.00</b>	<b>19.00</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>620 Building Commissioner</b>	
<b>Program:</b>	<b>12 Lead Abatement</b>	

### **Mission & Services**

To provide the City of St. Louis with significant, pro-active lead prevention services via making homes lead safe utilizing Certified Contractors and in-house crew and offering free lead inspections/lead abatement services as part of lead poisoning awareness presentations made at public schools in conjunction with the Board of Education. This program administers a certified private contractor program to abate lead contaminated buildings on a Health Division referral basis.

### **FY05 Highlights**

In FY05, the Building Division will be responsible for supervising the former Health Division lead abatement inspectors and workers. In addition the Building Division's pro-active lead prevention program, the building division will assume responsibility for inspecting and making lead safe all children formerly served by the health Division.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o # of Homes made Safe (lead free)	104	124	130

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	0	0	303,010
Materials and Supplies	0	0	24,600
Equipment, Lease & Assets	0	0	5,300
Contractual and Other Services	0	0	27,285
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$360,195</b>
Total Use Tax Fund (Demolition)	\$0	\$0	\$0
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$360,195</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.00	8.00	9.00
Other	0.00	17.00	19.00
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<b>Total</b>	<b>0.00</b>	<b>25.00</b>	<b>28.00</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 622 Neighborhood Stabilization</b>	

### **Mission & Services**

Work with citizens and government to improve and sustain a quality environment in city neighborhoods through problem solving, addressing public safety needs and addressing issues related to the delivery of city services. The CSB provides customer service to the citizens of St. Louis by efficiently and courteously registering and routing their requests for services and educating the public about governmental functions and responsibilities.

### **FY05 Highlights**

In FY05, the neighborhood quality of life indicators, will be conducted quarterly. The assessments of then neighborhoods' statistics and directing our problem solving efforts accordingly.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Abandoned call rate	8%	9%	12%
o Resolve citizen complaints	N/A	10,500	11,000
o Resolve Problem Prop Nuisance	N/A	1,400	1,500
o Total calls answered - Info Line	70,294	120,000	100,000
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,154,805	1,841,315	1,733,750
Materials and Supplies	7,287	6,455	3,955
Equipment, Lease & Assets	10,501	10,553	10,553
Contractual and Other Services	64,688	67,339	47,032
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$2,237,281</b>	<b>\$1,925,662</b>	<b>\$1,795,290</b>
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Grant and Other Funds	\$1,635,891	\$3,327,952	\$2,673,724
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<b>Total Budget All Funds</b>	<b>\$3,873,172</b>	<b>\$5,253,614</b>	<b>\$4,469,014</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	46.0	40.0	34.8
Other	0.0	6.0	6.2
<b>Total</b>	<b>46.0</b>	<b>46.0</b>	<b>41.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>622 Neighborhood Stabilization</b>	
<b>Program:</b>	<b>01 Neighborhood Stabilization Team</b>	

### **Mission & Services**

Work with citizens and government to improve and sustain a quality environment in city neighborhoods through problem solving, addressing public safety needs and addressing issues related to the delivery of city services. NST assigns 25 Neighborhood Stabilization Officers to work with residents and elected officials of each of the 79 city neighborhoods on increasing the communities' quality of life, specifically addressing public safety concerns.

### **FY05 Highlights**

In FY05, upon finalizing the neighborhood quality of life indicators, the Neighborhood Stabilization Team will begin conducting quarterly assessments of the neighborhoods' statistics and directing our problem solving efforts accordingly. A by-product of this effort, which is being completed in conjunction with the City ITSA department, will be a data warehouse - a single location where various city data sets can be housed and queried as needed by other city departments.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Requests for City information	N/A	11,000	12,000
o Educate Landlords	N/A	1,200	1,500
o Community Organizing Strategic Plans	55	70	90

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,699,108	1,447,162	1,376,644
Materials and Supplies	6,259	5,455	2,955
Equipment, Lease & Assets	8,750	9,425	9,425
Contractual and Other Services	63,318	60,239	43,032
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,777,435</b>	<b>\$1,522,281</b>	<b>\$1,432,056</b>
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Grant and Other Funds	\$1,635,891	\$3,327,952	\$2,673,724
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<b>Total Budget All Funds</b>	<b>\$3,413,326</b>	<b>\$4,850,233</b>	<b>\$4,105,780</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	34.0	30.0	26.8
Other	2.0	6.00	6.16
<b>Total</b>	<b>36.0</b>	<b>36.0</b>	<b>33.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>622 Neighborhood Stabilization</b>	
<b>Program:</b>	<b>02 Citizen Service Bureau</b>	

### **Mission & Services**

The CSB provides customer service to the citizens of St. Louis by efficiently and courteously registering and routing their requests for services and educating the public about governmental functions and responsibilities. The CSB staff of Customer Service Representatives answer the 622-4800 complaint line, enter work orders, route work orders and answer citizen questions about city department procedures. The CSRs also answer the City Hall Information Line, respond to complaints received via our on-line system, and conduct follow-up citizen satisfaction surveys.

### **FY05 Highlights**

In FY05, with assistance from the ITSA Department, we hope to implement a new call-center database program that will expand the functionality of our work order system for other departments, allowing them to streamline their work processes and realize a cost saving.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Total work orders entered	99,006	99,000	110,000
o Total on-line requests	4,919	6,000	8,000
o Call audit rating of 95%	N/A	94%	95%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	455,697	394,153	357,106
Materials and Supplies	1,028	1,000	1,000
Equipment, Lease & Assets	1,751	1,128	1,128
Contractual and Other Services	1,370	7,100	4,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$459,846</b>	<b>\$403,381</b>	<b>\$363,234</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$459,846</b>	<b>\$403,381</b>	<b>\$363,234</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	12.0	10.0	8.0
Other	0.0	0.00	0.00
<b>Total</b>	<b>12.0</b>	<b>10.0</b>	<b>8.0</b>



<b>Department:</b> Public Safety	<b>Division Budget</b>
<b>Division:</b> 625 City Emergency Management Agency	

### **Mission & Services**

The City Emergency Management Agency (CEMA) directs the operation and maintenance of the Emergency Operations Center and its communication equipment, oversees the operation and maintenance of an outdoor warning siren system and maintains the City's mobile emergency communications van. CEMA is the main agency for planning and developing response plans to events of disaster or other emergencies. CEMA is the main training facility in the St. Louis area for the State Emergency Management Agency. In FY04, there are 80 classroom days/40 classes scheduled for State and Federal certification courses at the Emergency Operations Center.

### **FY05 Highlights**

In FY05, CEMA will be consolidated with the Director of Public Safety's office.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Emergency response drills/exercises	9	6	N/A
o Emergency response incidents	8	5	N/A
o Emergency management class days	96	94	N/A
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	352,889	270,504	0
Materials and Supplies	7,395	6,500	0
Equipment, Lease & Assets	540	0	0
Contractual and Other Services	6,532	8,500	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$367,356</b>	<b>\$285,504</b>	<b>\$0</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$367,356</b>	<b>\$285,504</b>	<b>\$0</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	6.0	5.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>5.0</b>	<b>0.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 632 Corrections / MSI</b>	

### **Mission & Services**

To enhance public safety throughout the community and within the Medium Security Institution. Through the MSI Inmate Housing Program the City provides facilities and staff to house and provide for the basic needs of a minimum of 966 pre-trial inmates. To enhance public safety throughout the City by conducting investigations (PSI, Needs Assessments, Risk Assessments, Indecency Investigations), supervise offenders (Diversion, Pre-Trial, Probation and Parole/re-entry) and establish and manage programs serving as alternatives to incarceration.

### **FY05 Highlights**

In FY05, MSI will continue to effectively manage staff to avoid overtime usage. The program will experience further staff and budget cutbacks in FY05 while the caseload is projected to increase and new and expansion of services is expected to occur.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Provide housing, food, and clothing - average prisoners/day	1,222	1,040	950
o Per Diem direct cost to confine inmates - in facilities	\$59.79	\$57.26	\$51.99
o Number of inmate grievances	101	100	100

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	11,644,818	10,497,624	10,960,776
Materials and Supplies	402,205	430,606	328,983
Equipment, Lease & Assets	78,594	83,287	21,572
Contractual and Other Services	3,876,254	4,022,250	4,025,949
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$16,001,871</b>	<b>\$15,033,767</b>	<b>\$15,337,280</b>
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Grant and Other Funds	\$0	\$132,095	\$181,816
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<b>Total Budget All Funds</b>	<b>\$16,001,871</b>	<b>\$15,165,862</b>	<b>\$15,519,096</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	285.0	252.0	252.0
Other	0.0	3.0	4.0
<b>Total</b>	<b>285.0</b>	<b>255.0</b>	<b>256.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>632 Corrections / MSI</b>	
<b>Program:</b>	<b>01 Inmate Housing - Medium Security Institution</b>	

### **Mission & Services**

To enhance public safety throughout the community and within the Medium Security Institution. Through the MSI Inmate Housing Program the City provides facilities and staff to house and provide for the basic needs of a minimum of 966 pre-trial inmates.

### **FY05 Highlights**

In FY05, MSI will continue to effectively manage staff to avoid overtime usage, and continue to maintain MSI while identifying improvements that enhance security and also help to operate more efficiently.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Number of escapes	1	0	0
o % of work orders completed in 24 hrs	N/A	90%	95%
o % of preventative maint. prgm complt.	N/A	100%	100%
o % of mandatory inspections compltd	N/A	100%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	9,803,289	8,701,858	9,033,248
Materials and Supplies	347,441	396,106	304,704
Equipment, Lease & Assets	29,900	61,252	12,943
Contractual and Other Services	3,789,110	3,907,868	3,984,916
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$13,969,740</b>	<b>\$13,067,084</b>	<b>\$13,335,811</b>
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Grant Funds	\$0	\$40,049	\$81,777
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<b>Total Budget All Funds</b>	<b>\$13,969,740</b>	<b>\$13,107,133</b>	<b>\$13,417,588</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	242.0	212.0	211.0
Other	0.0	1.0	2.0
<b>Total</b>	<b>242.0</b>	<b>213.0</b>	<b>213.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>632 Corrections / MSI</b>	
<b>Program:</b>	<b>02 Probation, Parole &amp; Alternative Sentencing</b>	

### **Mission & Services**

To enhance public safety throughout the City by conducting investigations (PSI, Needs Assessments, Risk Assessments, Indecency Investigations), supervise offenders (Diversion, Pre-Trial, Probation and Parole/re-entry) and establish and manage programs serving as alternatives to incarceration. St. Louis Parole and Probation provides supervision and services to State and Municipal Court offenders as a sentencing alternative to incarceration.

### **FY05 Highlights**

The program will experience further staff and budget cutbacks in FY05 while the caseload is projected to increase and new and expansion of services is expected to occur. Implementation of a Day Report Program is planned at the CJC designed to provide state and municipal courts an alternative to sentencing offenders in City Correctional facilities.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Total Clients Served	4,519	4,562	5,850
o Caseload per officer/specialist	377	380	532
o Cost Per Participant	N/A	N/A	\$85.09
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	724,765	732,756	747,633
Materials and Supplies	7,087	7,000	6,504
Equipment, Lease & Assets	35,860	10,661	8,629
Contractual and Other Services	68,308	61,565	35,983
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$836,020</b>	<b>\$811,982</b>	<b>\$798,749</b>
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Grant Funds	\$0	\$92,046	\$100,039
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<b>Total Budget All Funds</b>	<b>\$836,020</b>	<b>\$904,028</b>	<b>\$898,788</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	18.0	17.0	15.0
Other	0.0	2.0	2.0
<b>Total</b>	<b>18.0</b>	<b>19.0</b>	<b>17.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>632 Corrections / MSI</b>	
<b>Program:</b>	<b>03 Administration</b>	

### **Mission & Services**

To ensure that pre-trial detention facilities and Parole and Probation services are efficiently and professionally managed. Program 632-03 Administration provides executive and centralized support and services to MSI, CJC and Parole and Probation.

### **FY05 Highlights**

In FY05, MSI will develop and implement employee retention and recruitment efforts, and expand divisional training programs. In addition for FY05 MSI will reduce budget and staffing resources while continuing to provide necessities to inmates and enhancing public safety, through operational analysis to create further operational efficiencies. In FY05 MSI will work toward ACA accreditation for the Department.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Employee Retention/Turnover Rate	12.6%	15.6%	11.0%
o % of employees passing training exam	56%	51%	75%
o % of employee ratings submitted	96%	98%	100%
o % of employees completing training	85%	100%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,116,764	1,063,010	1,179,895
Materials and Supplies	47,677	27,500	17,775
Equipment, Lease & Assets	12,834	11,374	0
Contractual and Other Services	18,836	52,817	5,050
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,196,111</b>	<b>\$1,154,701</b>	<b>\$1,202,720</b>
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Grant Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,196,111</b>	<b>\$1,154,701</b>	<b>\$1,202,720</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	25.0	23.0	26.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>25.0</b>	<b>23.0</b>	<b>26.0</b>

<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 633 City Justice Center</b>	

### **Mission & Services**

The CJC Intake Services Program is responsible for processing all individuals held by the SLMPD or admitted to the Division of Corrections into the system as well as the release of these individuals. Through this program individuals are provided meals, medical care, hygiene supplies, wearing apparel, social services.

### **FY05 Highlights**

In FY05, CJC will configure the 4th floor to consolidate population leaving the 5th floor unoccupied to minimize staffing needs and create more efficient operations.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Average Prisoners/Day	N/A	450	600
o Number of escapes	0	0	0
o Number of Medical Services Provd	7,089	16,000	16,000
o Number of inmate grievances	51	50	50
o % of mandatory inspections compld	N/A	100%	100%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	8,913,524	10,434,913	8,857,857
Materials and Supplies	352,043	404,228	401,739
Equipment, Lease & Assets	54,781	32,163	29,836
Contractual and Other Services	4,604,840	5,234,398	4,642,020
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$13,925,188</b>	<b>\$16,105,702</b>	<b>\$13,931,452</b>
Grant Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$13,925,188</b>	<b>\$16,105,702</b>	<b>\$13,931,452</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	287.0	275.0	224.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>287.0</b>	<b>275.0</b>	<b>224.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>633 City Justice Center</b>	
<b>Program:</b>	<b>01 Inmate Housing</b>	

### **Mission & Services**

To enhance public safety throughout the community and within the City Justice Center. Through the Inmate Housing Program the City provides facilities and staff to house and provide for the basic needs of a minimum of 732 pre-trial inmates.

### **FY05 Highlights**

Reconfigure 4th floor to consolidate population leaving the 5th floor unoccupied to minimize staffing needs and create more efficient operations. Work toward ACA accreditation. Implement an operational plan for FY05 that further reduces staff without jeopardizing public safety. To continue implementation of a preventative maintenance program for CJC.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Number of Escapes	0	0	0
o % of accurate Inmate Counts	N/A	N/A	99%
o Number of Inmate Grievances	51	50	50
o Number of Medical Services Provided	7,089	1,600	1,600
o % of Preventative Programs Comp.	N/A	50%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	5,951,863	7,268,639	4,944,537
Materials and Supplies	298,089	378,728	318,371
Equipment, Lease & Assets	54,781	15,308	14,918
Contractual and Other Services	3,241,911	5,014,372	4,320,626
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$9,546,644</b>	<b>\$12,677,047</b>	<b>\$9,598,452</b>
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Grant Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$9,546,644</b>	<b>\$12,677,047</b>	<b>\$9,598,452</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	197.0	185.0	121.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>197.0</b>	<b>185.0</b>	<b>121.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>633 City Justice Center</b>	
<b>Program:</b>	<b>02 Intake Services</b>	

### **Mission & Services**

To enhance public safety throughout the City by effectively and efficiently processing individuals held and released at CJC under the SLMPD jurisdiction as well as individuals admitted and released from the Division of Corrections. The CJC Intake Services Program is responsible for processing all individuals held by the SLMPD or admitted to the Division of Corrections into the system as well as the release of these individuals. Through this program individuals are provided meals, medical care, hygiene supplies, wearing apparel, social services.

### **FY05 Highlights**

In FY05, CJC will implement a new operational plan that reduces staff and expenditures while continuing to improve upon all areas of operations. Continue to implement revised operational plans in FY05 to improve upon the management of inmate property.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Number of Inmate Escapes	0	0	0
o Number of erroneous releases	8	0	0
o Number of Inmates Admitted	8,688	11,296	11,250
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,961,661	3,166,274	3,913,320
Materials and Supplies	53,954	25,500	83,368
Equipment, Lease & Assets	0	16,855	14,918
Contractual and Other Services	1,362,929	220,026	321,394
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$4,378,544</b>	<b>\$3,428,655</b>	<b>\$4,333,000</b>
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Grant Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$4,378,544</b>	<b>\$3,428,655</b>	<b>\$4,333,000</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	90.0	90.0	103.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>90.0</b>	<b>90.0</b>	<b>103.0</b>



<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 650 Police Department</b>	

### **Mission & Services**

The City of St. Louis Police Department is governed by a Board of Police Commissioners, who are appointed by the Governor of the State of Missouri. The Mayor of the City is an ex officio member of the board and the City appropriates the funds necessary to operate the department.

### **FY05 Highlights**

In FY05, the St. Louis Police Department will continue to develop a "Verified Response" alarm bill to generate additional operating revenue for the department. Through attrition SLPD anticipates that its uniform strength will gradually lower to an average of 1,370 for FY05. The FY05 budget anticipates the reduction of over 30 civilian positions.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	111,940,896	117,410,201	115,403,686
Materials and Supplies	4,189,529	4,133,136	4,679,643
Equipment, Lease & Assets	2,355,587	1,412,614	1,890,898
Contractual and Other Services	7,770,831	7,289,884	7,897,028
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$126,256,843</b>	<b>\$130,245,835</b>	<b>\$129,871,255</b>
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Grant Funds	\$6,080,969	\$8,724,992	\$6,567,500
	\$0	\$0	\$0
Riverfront Gaming Fund	\$650,000	\$650,000	\$650,000
Local Use Tax	\$0	\$684,255	\$1,109,000

<b>Total Budget All Funds</b>	<b>\$132,987,812</b>	<b>\$140,305,082</b>	<b>\$138,197,755</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	1,404.0	1,404.0	1,325.7
Police Commissioned - Special Funds	99.0	90.0	51.3
Police Civilian	572.0	557.0	522.0
<b>Total</b>	<b>2,075.0</b>	<b>2,051.0</b>	<b>1,899.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>01 Board of Police Commissioners</b>	

### **Mission & Services**

The Board of Police Commissioners is responsible for establishing the rules, regulations, discipline and promotions of the Police Department's commissioned and civilian employees. It is also responsible for the licensing and regulation of over 5,000 licensed watchmen in the City of St. Louis. Units under the Board include the Secretary to the Board, Internal Audit, the Purchasing Division and Budget and Finance Division.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	9,699,123	9,168,393	8,418,665
Materials and Supplies	3,959	1,860	2,220
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	313,358	216,249	218,375
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$10,016,440</b>	<b>\$9,386,502</b>	<b>\$8,639,260</b>
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Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$10,016,440</b>	<b>\$9,386,502</b>	<b>\$8,639,260</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	1.0	1.0	2.0
Police Civilian	21.0	22.0	16.0

<b>Total</b>	<b>22.0</b>	<b>23.0</b>	<b>18.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>02 Chief of Police</b>	

### **Mission & Services**

The Office of the Chief of Police is responsible for the efficient and effective operation of the Department and implementation of all policies established by the Board of Police Commissioners. The Chief of Police provides command, coordination and control for four support divisions (planning and development, legal, human resources and public affairs) and two investigative units (intelligence and asset removal). It also provides administrative control and oversight of the Special Assignments Division.

### **FY05 Highlights**

In FY05, the Chief has directed the Asset Removal Team to ensure the Department's compliance with the Criminal Activity Forfeiture Act and all Federal asset forfeiture guidelines, as they relate to the seizure of assets purchased with proceeds from criminal involvement.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	17,010,905	21,440,820	26,833,534
Materials and Supplies	44,008	41,266	587,244
Equipment, Lease & Assets	0	0	1,636,082
Contractual and Other Services	2,215,697	2,191,067	5,087,952
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$19,270,610</b>	<b>\$23,673,153</b>	<b>\$34,144,812</b>
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Grant Funds	\$47,094	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$19,317,704</b>	<b>\$23,673,153</b>	<b>\$34,144,812</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	33.0	33.0	57.0
Police Civilian	26.0	24.0	50.0

<b>Total</b>	<b>59.0</b>	<b>57.0</b>	<b>107.0</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>03 Bureau of Community Policing</b>	

### **Mission & Services**

The primary mission of the Bureau of Community Policing is to provide uniformed patrol services to the Citizens of St. Louis. The officers, supervisors and commanders assigned to the Bureau, in addition to responding to citizens' requests for service, interact with various neighborhood groups in an effort to address issues of mutual concern, i.e., problems which detract from the peace and tranquility of those neighborhoods.

### **FY05 Highlights**

In FY05, the Bureau of Community Policing will continue the community-involvement initiatives of neighborhood stabilization assisting neighborhood organizations and developing and implementing a problem property program to be used Department-wide. It will continue to focus on anti-car theft initiatives and initiate a "comp-stat" crime tracking program.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	55,980,172	57,005,962	47,459,772
Materials and Supplies	217,429	177,982	106,786
Equipment, Lease & Assets	14,158	14,100	0
Contractual and Other Services	50,013	47,115	750
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$56,261,772</b>	<b>\$57,245,159</b>	<b>\$47,567,308</b>
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Grant Funds	\$6,033,875	\$8,724,992	\$6,567,500
Use Tax Fund	\$0	\$684,255	\$1,109,000
Riverfront Gaming Fund	\$650,000	\$650,000	\$650,000

<b>Total Budget All Funds</b>	<b>\$62,945,647</b>	<b>\$67,304,406</b>	<b>\$55,893,808</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned - General Fund	1,163.0	1,163.0	943.0
Police Comm. - Gaming Fund	0.0	0.0	0.0
Police Comm. - Grant & Other Funds	99.0	90.0	51.3
Police Civilian	49.0	44.0	31.0

<b>Total</b>	<b>1,311.0</b>	<b>1,297.0</b>	<b>1,025.3</b>
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<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>04 Bureau of Investigation</b>	

### **Mission & Services**

The Bureau of Investigations conducts criminal investigations concerning crimes of homicide, sex crimes, child abuse, domestic abuse, fraud, auto theft, bombing and arson, vice and narcotics. Additionally, the Bureau handles all juvenile related incidents at schools, school buses and investigates reports of missing children. Prisoner Processing and the Laboratory Divisions also report to this Bureau. All prisoners are detained in the police holdover after their initial arrest. The Laboratory processes all evidence, drugs and crime scene data. State-of-the-art training and equipment ensures that the Lab meets the highest of standards demanded by the scientific community.

### **FY05 Highlights**

In FY05, the Bureau of Criminal Investigation will reduce auto theft by seeking grants from private and public sectors to increase resources, and collaborate with the Bureau of Community Policing to detect and apprehend car thieves.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	12,634,135	12,972,477	12,868,604
Materials and Supplies	342,838	324,330	337,699
Equipment, Lease & Assets	117,040	4,000	4,500
Contractual and Other Services	241,555	166,160	178,122
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$13,335,568</b>	<b>\$13,466,967</b>	<b>\$13,388,925</b>
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Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$13,335,568</b>	<b>\$13,466,967</b>	<b>\$13,388,925</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	166.0	166.0	168.7
Police Civilian	117.0	113.0	111.0
<b>Total</b>	<b>283.0</b>	<b>279.0</b>	<b>279.7</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>05 Bureau of Patrol Support</b>	

### **Mission & Services**

The mission of the Bureau of Patrol Support is to provide tactical support through special operations to the districts and divisions throughout the St. Louis Metropolitan Police Department. Personnel assigned to this Bureau are the first responders to all terrorist/hazardous material incidents. This mission is accomplished by various divisions assigned within the bureau of patrol support. The purpose of the Bureau of Patrol Support is to provide support services to the uniform officer on the street.

### **FY05 Highlights**

In FY05, the Bureau of Patrol Support will reduce the Department's involvement in the number of details reported, and involve the District/Patrol Division into the decision-making process of the details scheduled in their area of responsibility through prior planning instead of post-planning notification. Most of Patrol Support activities were previously budgeted under the Bureau of Patrol Support.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	0	0	5,924,111
Materials and Supplies	0	0	88,083
Equipment, Lease & Assets	0	0	22,425
Contractual and Other Services	0	0	46,380
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,080,999</b>
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Grant and Other Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,080,999</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	0.0	0.0	110.0
Police Civilian	0.0	8.0	7.0
<b>Total</b>	<b>0.0</b>	<b>8.0</b>	<b>117.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>06 Bureau of Administration</b>	

### **Mission & Services**

The Staff Office - Bureau of Administration has responsibility for providing the necessary support services required by the various units of the St. Louis Police Department. This includes operations analysis and research, technical services, transportation, building maintenance and maintenance of records, supplies and materials. The Bureau is commanded by the Deputy Chief who is directly responsible to the Chief of Police for accomplishing the goals and objectives of the Bureau and its divisions. The divisions of the bureau are: 1) Communications, 2) Communication Support, 3) Telephone Reporting, 4) Records, 5) Fleet Services, 6) Buildings, and 7) Supply.

### **FY05 Highlights**

In FY05, the Bureau of Administration will closely monitor on-going capital improvement projects associated with the Police Department, including construction of the new Criminal Laboratory.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	10,870,869	11,246,307	11,191,641
Materials and Supplies	2,880,678	3,098,983	3,404,891
Equipment, Lease & Assets	864,965	203,034	199,456
Contractual and Other Services	2,058,862	2,051,755	2,218,224
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$16,675,374</b>	<b>\$16,600,079</b>	<b>\$17,014,212</b>
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Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$16,675,374</b>	<b>\$16,600,079</b>	<b>\$17,014,212</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	8.0	8.0	7.0
Police Civilian	303.0	297.0	292.0
<b>Total</b>	<b>311.0</b>	<b>305.0</b>	<b>299.0</b>

<b>Department:</b>	<b>Public Safety</b>	<b>Program Budget</b>
<b>Division:</b>	<b>650 Police Department</b>	
<b>Program:</b>	<b>07 Bureau of Professional Standards</b>	

### **Mission & Services**

The Bureau of Professional Standards consists of the Internal Affairs Division which is responsible for accepting and investigating complaints and matters brought against Department members, the Police Academy (which includes the training section, armory, library and television units), and is responsible for all training needs Department-wide; the Special Services Division, which is responsible for coordinating the activities associated with the Limited Duty Section, Secondary Employment Unit and Private Security Section; and the Information Services Division.

### **FY05 Highlights**

In FY05, budget limitations will not prevent the Bureau of Professional Standards from providing effective service levels. The goals of the department will focus on increasing awareness of integrity and ethics in our officers, increasing training in use of force, and continuing the comprehensive management training curriculum for promoted officers.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	5,745,692	5,576,242	2,707,359
Materials and Supplies	700,617	488,715	152,720
Equipment, Lease & Assets	1,359,424	1,191,480	28,435
Contractual and Other Services	2,891,346	2,617,538	147,225
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$10,697,079</b>	<b>\$9,873,975</b>	<b>\$3,035,739</b>
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Grant Funds	\$0	\$0	\$0
Riverfront Gaming Fund	\$0	\$0	\$0

<b>Total Budget All Funds</b>	<b>\$10,697,079</b>	<b>\$9,873,975</b>	<b>\$3,035,739</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Police Commissioned	33.0	33.0	38.0
Police Civilian	56.0	49.0	15.0
<b>Total</b>	<b>89.0</b>	<b>82.0</b>	<b>53.0</b>



<b>Department: Public Safety</b>	<b>Division Budget</b>
<b>Division: 651 Police Retirement System</b>	

### **Mission & Services**

The Police Retirement System is one of three pension systems funded by the City of St. Louis. The Police Retirement System is governed by a Board of Trustees, comprised of 3 elected police officers, 2 elected retired police officers, a member of the Board of Police Commissioners, the Comptroller or designee, and 3 individuals appointed by the Mayor. The City is required by statute to fund fifty percent of the Police Retirement Board's salary and benefit expenses.

### **FY05 Highlights**

The FY05 budget includes a resumption of contributions to the pension system at 6% of covered payroll.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	317,912	4,414,190	4,406,354
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$317,912</b>	<b>\$4,414,190</b>	<b>\$4,406,354</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$317,912</b>	<b>\$4,414,190</b>	<b>\$4,406,354</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>

**DEPARTMENT OF  
HEALTH AND HOSPITALS**

# DEPARTMENT OF HEALTH AND HOSPITALS

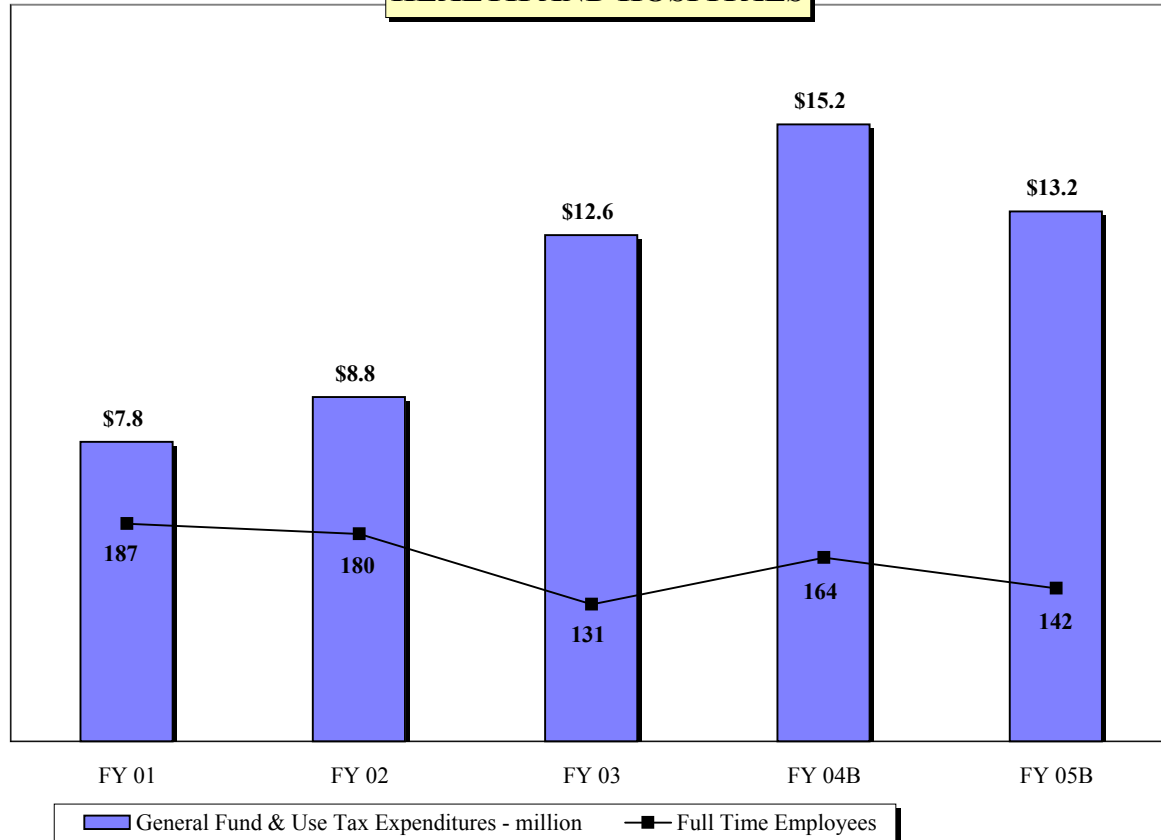


# HEALTH AND HOSPITALS

<b>Budget By Division</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
700 Director, Health and Hospitals	1,051,085	966,615	636,111
710 Health Commissioner	1,091,834	1,325,572	1,193,174
711 Communicable Disease Control	1,752,447	2,112,821	1,758,704
712 School Health	0	0	0
713 Laboratory	608,735	611,397	572,713
714 Rabies Control	887,482	897,275	933,723
715 Community Sanitation and Vector	0	1,665,487	1,704,267
716 Lead Poisoning Control	251,903	700,089	127,822
717 Biostatistics/Vital Records	0	0	0
719 Family / Community / School Health	1,194,339	1,278,315	613,169
720 Food Control Section	702,192	650,340	637,290
721 Health Promotion/Education	0	0	0
737 Health Care Trust Fund	5,075,000	5,000,000	5,000,000
Total Local Use Tax Fund	12,615,017	12,239,263	13,176,973
Total General Fund	\$0	\$2,968,648	\$0
<b>Total General Fund &amp; Local Use Tax</b>	<b>\$12,615,017</b>	<b>\$15,207,911</b>	<b>\$13,176,973</b>
Total Health Care Special Fund	\$1,858,196	\$0	\$0
Total Grant and Other Funds	\$2,354,587	\$13,094,128	\$12,902,828
<b>Total Department All Funds</b>	<b>\$16,827,800</b>	<b>\$28,302,039</b>	<b>\$26,079,801</b>
<b>Personnel By Division</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
700 Director, Health and Hospitals	7.0	7.0	4.0
710 Health Commissioner	20.5	24.0	18.0
711 Communicable Disease Control	30.0	30.0	26.5
712 School Health	0.0	0.0	0.0
713 Laboratory	10.0	10.0	8.0
714 Rabies Control	21.0	21.0	21.0
715 Community Sanitation and Vector	0.0	32.5	33.5
716 Lead Poisoning Control	6.0	5.0	5.0
717 Biostatistics/Vital Records	0.0	0.0	0.0
719 Family / Community / School Health	23.2	21.0	12.0
720 Food Control Section	13.0	13.0	14.0
721 Health Promotion & Education	0.0	0.0	0.0
Total Local Use Tax Fund	109.7	109.0	142.0
Total General Fund	21.0	54.5	0.0
<b>Total General Fund &amp; Local Use Tax</b>	<b>130.7</b>	<b>163.5</b>	<b>142.0</b>
Total Grant and Other Funds	142.8	87.6	79.5
<b>Total Department All Funds</b>	<b>273.5</b>	<b>251.1</b>	<b>221.5</b>

# HEALTH AND HOSPITALS

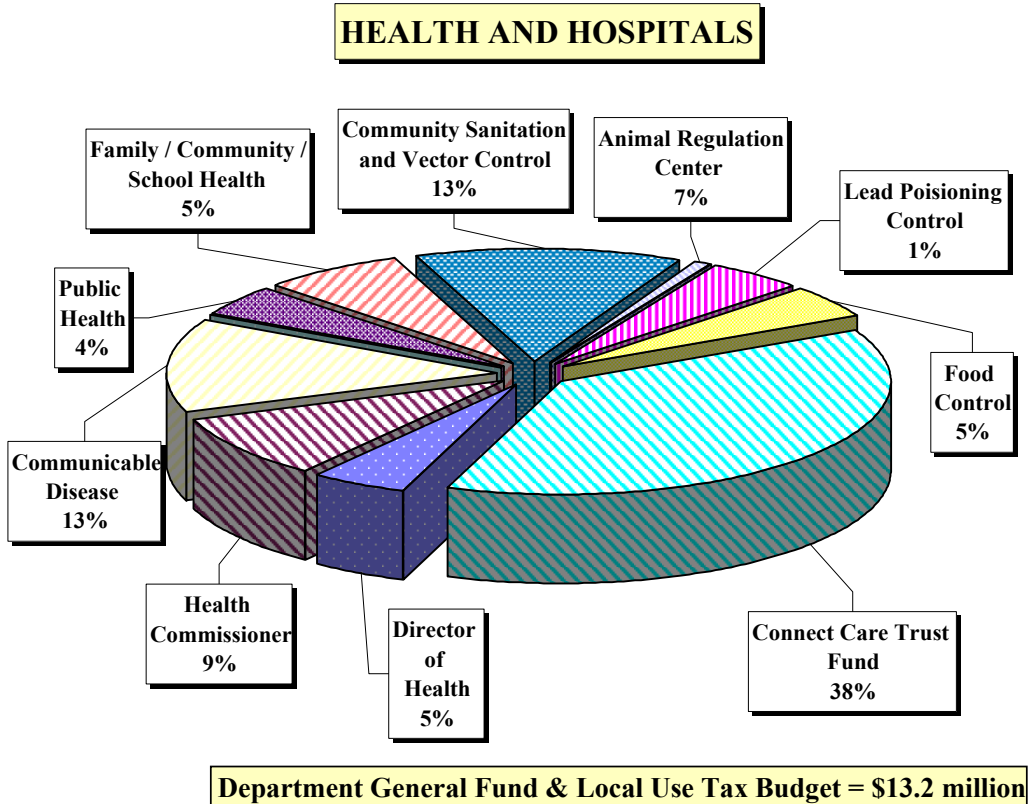
## HEALTH AND HOSPITALS



## Major Goals & Highlights

- o Utilize receipts from Local Use Tax to provide \$5.0 million subsidy to Connect Care and \$8.2 million in other Public Health services
- o Conduct inspections of Hotels and Motels. Ensure that at least 95% of all food establishments are certified or enrolled for certification at all times
- o Provide investigation and follow up activities for all Communicable diseases, clinical services for TB, health screening, and follow up for refugees
- o Provide and improve active HIV/AIDS surveillance and services to individuals in need
- o Provide vision, hearing, and scoliosis screening to children attending St. Louis parochial schools

# HEALTH AND HOSPITALS



## Major Goals & Highlights

- o Assist owners & operators of new child care facilities with the appropriate health and safety information
- o Public Health Laboratory will relocate to a new facility and concentrate testing in the area of Environmental and Lead testing.
- o Work with the State Department of Health to increase Federal Bioterrorism funds and improve response time
- o Lead Abatement Control section of Community Sanitation and Vector Control will be consolidated with the Building Commissioner's Office
- o Provide Cardiovascular Health Screenings for 2,500 individuals
- o Monitor sanitation practices of retail package food stores through random checks
- o Food Control Section will produce a standardized food safety presentation to educate food handlers

<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>700 Director of Health and Hospitals</b>	

### **Mission & Services**

The Director of Health and Hospitals is responsible for the implementation of core public health activities within the City of St. Louis, and primary responsibility for the management and administration of the Health Departments and its divisions. Including the establishment and maintenance of proper policies, procedures, goals, and objectives. The Director establishes and communicates the public health vision and mission for the City and its citizens. This office also has primary responsibility for the management and administration of Health department offices. These include fiscal administration, planning, grants administration, and health care for the City and its citizens.

### **FY05 Highlights**

In FY05, the Health Department will continue to implement a strategic reengineering plan for the Department of Health & Hospital which will improve health care and management controls by increasing core competence activities and reducing activities that do not fit into the core strategy.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>Local Use Tax Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	497,152	563,065	295,061
Materials and Supplies	10,913	9,500	9,500
Equipment, Lease & Assets	17,138	16,800	26,800
Contractual and Other Services	525,882	377,250	304,750
Debt Service and Special Charges	0	0	0

<b>Total Local Use Tax Fund</b>	<b>\$1,051,085</b>	<b>\$966,615</b>	<b>\$636,111</b>
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Total General Fund	\$0	\$0	\$0
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Total Grant and Other Funds	\$109,656	\$754,843	\$828,462
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<b>Total Budget All Funds</b>	<b>\$1,160,741</b>	<b>\$1,721,458</b>	<b>\$1,464,573</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Local Use Tax Fund	7.0	7.0	4.0
General Fund	0.0	0.0	0.0
Other	4.0	6.0	5.0

<b>Total</b>	<b>11.0</b>	<b>13.0</b>	<b>9.0</b>
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<b>Department:</b>	<b>Heath and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>710 Health Commissioner</b>	

### **Mission & Services**

The Health Commissioner provides administrative support to the Health Department with personnel management, budget preparation, fiscal control and grant writing and monitoring. In addition, this program supports health education and promotion activities which assist with marketing preventive programs that are the core of public health.

### **FY05 Highlights**

In FY05, the Health Commissioner's office will continue the process of re-organizing its overall operation to reflect core services provided by the Department of Health and Hospital.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>Local Use Tax Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	881,652	1,073,522	1,001,174
Materials and Supplies	8,558	35,000	30,500
Equipment, Lease & Assets	9,950	1,800	0
Contractual and Other Services	191,674	215,250	161,500
Debt Service and Special Charges	0	0	0
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<b>Total Local Use Tax Fund</b>	<b>\$1,091,834</b>	<b>\$1,325,572</b>	<b>\$1,193,174</b>
Total General Fund	\$0	\$0	\$0
Total Grant and Other Funds	\$791,744	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,883,578</b>	<b>\$1,325,572</b>	<b>\$1,193,174</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Local Use Tax Fund	20.5	24.0	18.0
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
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<b>Total</b>	<b>20.5</b>	<b>24.0</b>	<b>18.0</b>



<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>711 Communicable Disease Control</b>	

### **Mission & Services**

The Communicable Disease Service which provides diagnostic testing, treatment, follow-up, and contact investigation services for communicable and reportable diseases. Activities relating to HIV health education and prevention, STD surveillance and treatment, and case management will be under one bureau to better coordinate and distribute our financial and human resources.

### **FY05 Highlights**

The Community Outreach Risk Reduction (CORR) Program continues to increase citizen access to health delivery services via its Health Street, Safe Futures, Home Visitation, Harm Reduction and other component programs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o STD services-patients	35,000	37,000	38,000
o # of Clients Complete Treatment	95%	95%	95%
o % of TB Evaluated and Treated	90%	95%	96%
o Screenings in High Risk Area's	76	350	400
<b>Local Use Tax Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	1,550,331	1,620,150	1,404,932
Materials and Supplies	159,807	430,471	227,772
Equipment, Lease & Assets	16,324	18,000	19,500
Contractual and Other Services	25,985	44,200	106,500
Debt Service and Special Charges	0	0	0

<b>Total Local Use Tax Fund</b>	<b>\$1,752,447</b>	<b>\$2,112,821</b>	<b>\$1,758,704</b>
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Total General Fund	\$0	\$0	\$0
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Total Grant and Other Funds	\$199,310	\$9,230,499	\$8,581,492
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<b>Total Budget All Funds</b>	<b>\$1,951,757</b>	<b>\$11,343,320</b>	<b>\$10,340,196</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Local Use Tax Fund	30.0	30.0	26.5
General Fund	0.0	0.0	0.0
Other	61.5	39.0	34.0
<b>Total</b>	<b>91.5</b>	<b>69.0</b>	<b>60.5</b>

<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>713 Laboratory</b>	

### **Mission & Services**

The Public Health Lab provides clinical laboratory testing services for the various sections of Department of Health and clinics in St. Louis City. Including environmental microbiology services, (i.e. tests on ice cream, food & water), clinical microbiology services (i.e. tests for food borne pathogens, gonorrhea, chlamydia), chemical analyses, lead analysis, hematology, and serological testing for syphilis.

### **FY05 Highlights**

In FY05, the Public Health Laboratory will be evaluating its in-house testing capabilities. The Public Health Laboratory will continue Lead and Environmental testing while determining alternatives for STD Lab services.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Blood Level Tests	8,600	7,000	10,000
o Syphilis & Gonorrhea Test	31,500	31,800	16,000
o Chlamydia & Stat Lab Test	29,600	41,000	21,000

<b>Local Use Tax Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	468,114	461,130	368,563
Materials and Supplies	115,988	117,000	116,200
Equipment, Lease & Assets	1,143	4,100	18,000
Contractual and Other Services	23,490	29,167	69,950
Debt Service and Special Charges	0	0	0
<b>Total Local Use Tax Fund</b>	<b>\$608,735</b>	<b>\$611,397</b>	<b>\$572,713</b>
Total General Fund	\$0	\$0	\$0
Total Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$608,735</b>	<b>\$611,397</b>	<b>\$572,713</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Local Use Tax Fund	10.0	10.0	8.0
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>10.0</b>	<b>8.0</b>

<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>714 Rabies Control</b>	

### **Mission & Services**

The Animal Regulation Center protects the general public from animal bites possible disease and the nuisance of stray animals. The Animal Regulation Center enforces animal-related ordinances in the City, including those related to vaccination and registration. Services include providing public education about proper pet care, the responsibilities of pet ownership, and animal adoption.

### **FY05 Highlights**

In FY05, the center will continue to promote the adoptions and public awareness regarding population control of pets, and continue to promote the Animal House Fund, Vaccination, Registration, and Spay / Neuter programs to all citizens.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Apprehend and process animals	7,659	8,000	8,000
o Investigate/pick-up biting animals	549	500	500
o Respond and Investigate Complaint	90%	100%	100%
o Provide for animal return/adoption	2,823	2,500	2,500
o Euthanize animals	3,064	3,000	3,000
<b>General Fund &amp; Local Use Tax Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	820,519	816,075	840,487
Materials and Supplies	40,252	50,300	52,336
Equipment, Lease & Assets	1,360	2,000	2,000
Contractual and Other Services	25,351	28,900	38,900
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$887,482</b>	<b>\$897,275</b>	<b>\$0</b>
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<b>Total Local Use Tax Fund</b>	<b>\$0</b>	<b>\$0</b>	<b>\$933,723</b>
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Total Grant and Other Funds	\$8,704	\$31,332	\$33,884
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<b>Total Budget All Funds</b>	<b>\$896,186</b>	<b>\$928,607</b>	<b>\$967,607</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	21.0	21.0	0.0
Local Use Tax Fund	0.0	0.0	21.0
Other	1.0	1.0	1.0
<b>Total</b>	<b>22.0</b>	<b>22.0</b>	<b>22.0</b>

<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>715 Community Sanitation and Vector Control</b>	

### **Mission & Services**

The Community Environmental Health Services protects public health. The Community Environmental Health Services section of the Health Department provides services in mosquito control, rat control, hazardous materials management, minimizing housing violations, water quality monitoring, lead detoxification and air pollution control.

### **FY05 Highlights**

Community Sanitation and Vector Control will continue increasing public education about lead hazards by working with neighborhood organizations.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Sampling Tests	112,000	112,000	115,000
o Rat inspections/treatments	8,156	8,500	8,200
o Inspect and treat mosquito sites	1,698	1,700	1,800
o Fog streets for mosquitoes-miles	1,000	1,000	1,100
o Swimming pool inspections	647	650	650
o Evaluate hazardous/infectious sites	169	175	175
o Hotel/motel inspections	52	55	60
<b>General Fund &amp; Local Use Tax Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,191,994	1,571,251	1,608,831
Materials and Supplies	183,382	66,900	66,900
Equipment, Lease & Assets	15,335	17,636	17,636
Contractual and Other Services	45,763	9,700	10,900
Debt Service and Special Charges	0	0	0

<b>Total General</b>	<b>\$0</b>	<b>\$1,665,487</b>	<b>\$0</b>
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Total Local Use Tax Fund	\$2,436,474	\$0	\$1,704,267
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Total Grant and Other Funds	\$0	\$1,372,898	\$1,308,187
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<b>Total Budget All Funds</b>	<b>\$2,436,474</b>	<b>\$3,038,385</b>	<b>\$3,012,454</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	0.0	32.5	0.0
Local Use Tax Fund	45.2	0.0	33.5
Other	20.8	21.3	19.5
<b>Total</b>	<b>66.0</b>	<b>53.8</b>	<b>53.0</b>

<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>716 Lead Poisoning Control</b>	

### **Mission & Services**

Lead Poisoning Control mission is to decreasing the prevalence of childhood lead poisoning in the City of St. Louis in children between the ages of six months and six years with emphasis on those children under the age three. Case management is provided to assure that appropriate care, follow up testing and environmental lead inspections are accessible for children with elevated blood lead levels. Other parts of the program are outreach, education, data/surveillance, environmental and testing in our public health laboratory.

### **FY05 Highlights**

In FY05, the Lead Abatement Control section of Community Sanitation and Vector Control will be consolidated with the Building Commissioner's Office.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Lead poison screenings	3,400	3,750	5,000
o Lead poison treatments	215	220	275

<b>Local Use Tax Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	248,993	261,165	110,347
Materials and Supplies	1,146	14,500	8,500
Equipment, Lease & Assets	718	10,300	0
Contractual and Other Services	1,046	8,238	8,975
Debt Service and Special Charges	0	0	0

<b>Total Local Use Tax Fund</b>	<b>\$251,903</b>	<b>\$294,203</b>	<b>\$127,822</b>
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Total General Fund	\$0	\$405,886	\$0
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Total Grant and Other Funds	\$474,827	\$1,053,563	\$797,237
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<b>Total Budget All Funds</b>	<b>\$726,730</b>	<b>\$1,753,652</b>	<b>\$925,059</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Local Use Tax Fund	6.0	4.0	5.0
General Fund	0.0	1.0	0.0
Other	31.0	8.0	10.0
<b>Total</b>	<b>37.0</b>	<b>13.0</b>	<b>15.0</b>

<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>719 Family / Community / School Health</b>	

### **Mission & Services**

In the area of Family / Community / School Health service, it is a combination of programs in order to re-organize the St. Louis City Department of Health. In addition, we are strengthening our focus on special populations by integrating activities relating to youth, refugee health, immigrants, and corrections into an integrated approach to reach the most high risk populations for chronic and communicable diseases.

### **FY05 Highlights**

In FY05, the Healthy Heart Program expects to provide Cardiovascular Health Screenings for 2,500 individuals and enroll 1,500 of these into risk reduction services provided through the Health Department and/or one of its contracted Coalition partners.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o HIV/AIDS and STD presentations	13,000	13,000	15,000

<b>Local Use Tax Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	1,166,140	1,225,860	588,619
Materials and Supplies	9,567	22,405	11,000
Equipment, Lease & Assets	8,170	14,500	4,000
Contractual and Other Services	10,462	15,550	9,550
Debt Service and Special Charges	0	0	0

<b>Total Local Use Tax Fund</b>	<b>\$1,194,339</b>	<b>\$1,278,315</b>	<b>\$613,169</b>
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Total General Fund	\$0	\$0	\$0
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Total Grant and Other Funds	\$0	\$610,944	\$1,300,677
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<b>Total Budget All Funds</b>	<b>\$1,194,339</b>	<b>\$1,889,259</b>	<b>\$1,913,846</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Local Use Tax Fund	23.2	21.0	12.0
General Fund	0.0	0.0	0.0
Other	23.5	11.3	9.0

<b>Total</b>	<b>46.7</b>	<b>32.3</b>	<b>21.0</b>
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<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>720 Food Control Section</b>	

### **Mission & Services**

The Food Control Program has the responsibility of ensuring that the food products consumed by the public in the City of St. Louis are safe and wholesome. This is done by routine inspection of food establishments. The program enforces the Food ordinance of the Frozen Dessert Ordinance of the City of St. Louis. Food Control responds to all complaints pertaining to food within it's jurisdiction. The Food Control Section works closely with the License Collector's Office, the Excise Division, Central Business Index of the Comptroller's Office, USDA, FDA, and the MDOH (Missouri Department of Health).

### **FY05 Highlights**

In FY05, the Food Control Section will produce a standardized food safety presentation to educate food handlers, and begin training inspectors as environmental health generalist.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Food Est. inspected within 180 days	100%	100%	100%
o Festival and fair inspections	1,011	1,020	1,025
o Frozen dessert inspection	10	10	11
<b>Local Use Tax Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	686,494	628,150	615,100
Materials and Supplies	2,810	5,040	5,040
Equipment, Lease & Assets	5,203	6,500	6,500
Contractual and Other Services	7,685	10,650	10,650
Debt Service and Special Charges	0	0	0

<b>Total Local Use Tax Fund</b>	<b>\$702,192</b>	<b>\$650,340</b>	<b>\$637,290</b>
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Total General Fund	\$0	\$0	\$0
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Total Grant and Other Funds	\$0	\$40,049	\$52,889
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<b>Total Budget All Funds</b>	<b>\$702,192</b>	<b>\$690,389</b>	<b>\$690,179</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Local Use Tax Fund	13.0	13.0	14.0
General Fund	0.0	0.0	0.0
Other	1.0	1.0	1.0
<b>Total</b>	<b>14.0</b>	<b>14.0</b>	<b>15.0</b>

<b>Department:</b>	<b>Health and Hospitals</b>	<b>Division Budget</b>
<b>Division:</b>	<b>737 Health Care Trust Fund</b>	

### **Mission & Services**

The Health Care Trust Fund was established in FY00 as a means for funding health care for uninsured and under-insured City residents. In FY00, the City entered into a contract with St. Louis Connect Care to provide health care services to the medically indigent. In FY02, funds received through settlement of old regional debt served as the Connect Care subsidy. Beginning in FY03 and continuing through FY05, \$5.0 million per year in Local Use Tax revenues have been allocated for the Health Care Trust Fund.

### **FY05 Highlights**

Continuing in FY05, \$5.0 million per year in Local Use Tax revenues have been allocated for this purpose.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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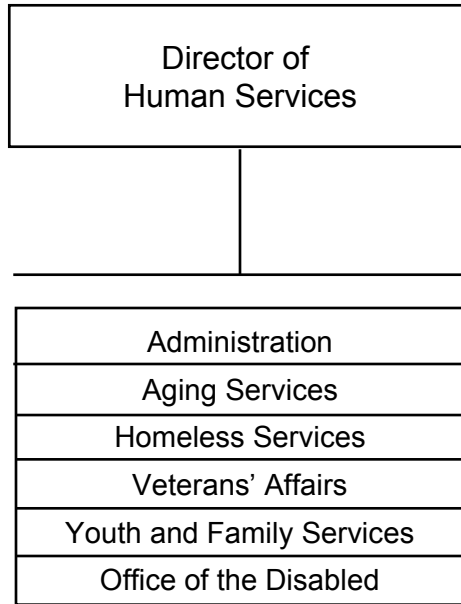
<b>Local Use Tax Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	0	0	0
Materials and Supplies	0	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	5,075,000	5,000,000	5,000,000
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<b>Total Local Use Tax Fund</b>	<b>\$5,075,000</b>	<b>\$5,000,000</b>	<b>\$5,000,000</b>
Total General Fund	\$0	\$0	\$0
Total Grant and Other Funds	\$1,858,196	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$6,933,196</b>	<b>\$5,000,000</b>	<b>\$5,000,000</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Local Use Tax Fund	0.0	0.0	0.0
General Fund	0.0	0.0	0.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>



## **DEPARTMENT OF HUMAN SERVICES**

# DEPARTMENT OF HUMAN SERVICES

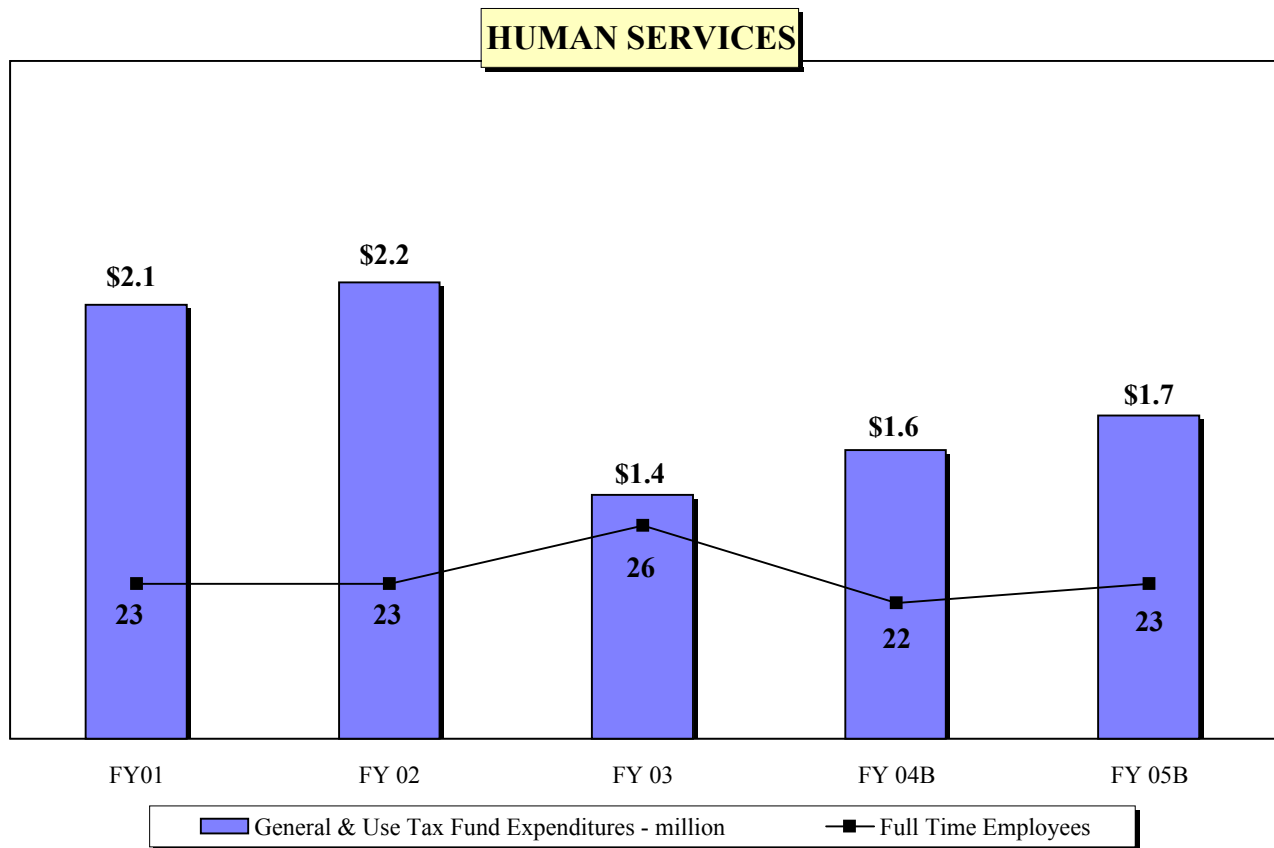


# HUMAN SERVICES

Budget By Division	Actual FY03	Budget FY04	Budget FY05
800 Director of Human Services	1,398,744	1,312,219	1,326,982
<b>Total General Fund</b>	<b>\$1,398,744</b>	<b>\$1,312,219</b>	<b>\$1,326,982</b>
Total Use Tax Fund	\$0	\$253,264	\$366,117
<b>Total General Fund &amp; Local Use Tax</b>	<b>\$1,398,744</b>	<b>\$1,565,483</b>	<b>\$1,693,099</b>
Grant and Other Funds	\$2,644,640	\$24,450,096	\$21,373,463
<b>Total Department All Funds</b>	<b>\$4,043,384</b>	<b>\$26,015,579</b>	<b>\$23,066,562</b>

Personnel By Division	Actual FY03	Budget FY04	Budget FY05
800 Director of Human Services	21.0	18.0	18.5
<b>Total General Fund</b>	<b>21.0</b>	<b>18.0</b>	<b>18.5</b>
<b>Total Use Tax Fund</b>	<b>5.0</b>	<b>4.0</b>	<b>4.5</b>
<b>Total General Fund &amp; Local Use Tax</b>	<b>26.0</b>	<b>22.0</b>	<b>23.0</b>
Grant and Other Funds	14.00	25.00	26.00
<b>Total Department All Funds</b>	<b>40.00</b>	<b>47.00</b>	<b>49.00</b>

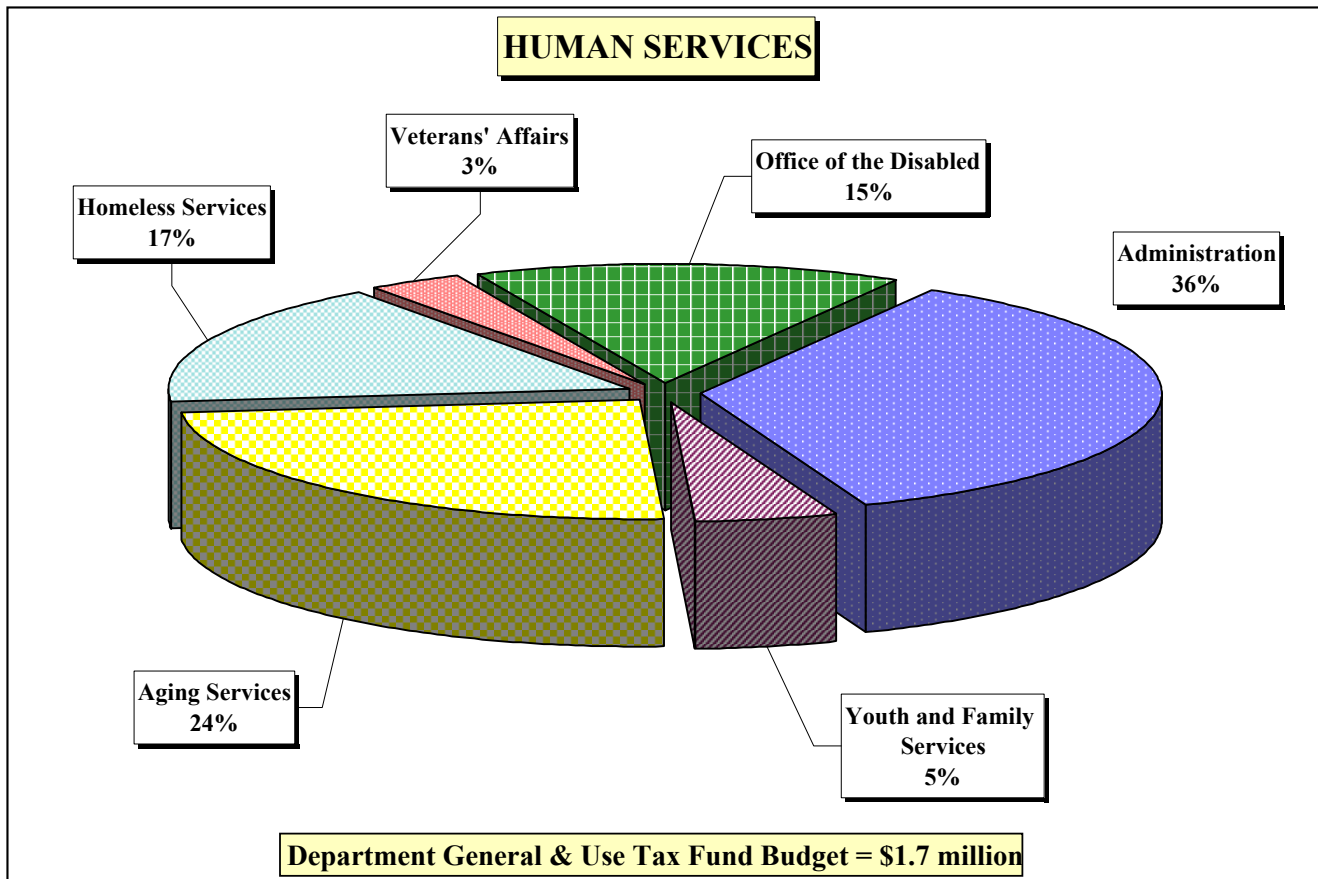
# HUMAN SERVICES



## Major Goals & Highlights

- o Continue technological improvements in agency operations by implementation of the NAPIS database and other computer-oriented activities
- o Enhance the quality of life of seniors by providing a range of services and information
- o Provide administrative oversight of 24-hour homeless shelter
- o Serve 100 families through the after school program
- o Utilize new grant to help provide care for the Homeless thru 2007
- o Provide over 700,000 home delivered meals for the elderly
- o Utilize Local Use Tax revenue to further homelessness prevention efforts

# HUMAN SERVICES



## Major Goals & Highlights

- o Serve 500,000 meals through the Child Care Food Program and over 1,000,000 meals through the Summer Food Service Program
- o Achieve a 92% placement rate for unemployed veteran clients
- o Provide over 6,705 supplemental grocery distributions to elderly citizens
- o Provide for over 165,000 transports for elderly citizens
- o Provide over 10,500 hours of case management for homeless clients
- o Improve Internet home page and establish a consumer-friendly Resource Guide

<b>Department: Human Services</b>	<b>Division Budget</b>
<b>Division: 800 Director of Human Services</b>	

### **Mission & Services**

The Department of Human Services enhances the quality of life of the citizens of the City of St. Louis through the provision of Social Services, via subcontracts, direct services, and partnerships with public and private entities. The City of St. Louis' Department of Human Services is that unit of City government mandated by the City charter to administer social welfare programs.

### **FY05 Highlights**

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,244,627	1,133,229	1,181,239
Materials and Supplies	29,609	37,160	26,189
Equipment, Lease & Assets	10,316	14,200	13,000
Contractual and Other Services	114,192	127,630	106,554
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,398,744</b>	<b>\$1,312,219</b>	<b>\$1,326,982</b>
Total UseTax Fund	\$1,263,666	\$253,264	\$266,117
<b>Total General Fund &amp; Local Use Tax</b>	<b>\$2,662,410</b>	<b>\$1,565,483</b>	<b>\$1,593,099</b>
Grant and Other Funds	\$2,644,640	\$24,450,096	\$21,473,463
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<b>Total Budget All Funds</b>	<b>\$5,307,050</b>	<b>\$26,015,579</b>	<b>\$23,066,562</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	21.00	18.00	18.50
Use Tax Fund	5.00	4.00	4.50
	<hr/>	<hr/>	<hr/>
<b>Total General Fund &amp; Local Use Tax</b>	<b>26.00</b>	<b>22.00</b>	<b>23.00</b>
Other	14.00	25.00	26.00
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<b>Total</b>	<b>40.00</b>	<b>47.00</b>	<b>49.00</b>

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<b>Department:</b>	<b>Human Services</b>	<b>Program Budget</b>
<b>Division:</b>	<b>800 Director of Human Services</b>	
<b>Program:</b>	<b>01 Administration</b>	

### **Mission & Services**

The Administration Section provides administrative guidance and support to all divisions within the Department. The fiscal unit of the department coordinates the overall budget; including but not limited to receipt of funds, payment of vouchers, coordinating fiscal issues for the Board of E&A and establishing the department's chart of accounts.

### **FY05 Highlights**

In FY05, the department will continue to support legislation that positively impacts the resources and issues affecting the City's population. Human Services will also seek to develop long term strategies to meet the current and future needs of the aged population in the City. Continuing to implement the departments Strategic Plan by increasing collaborative planning and program development activities.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,244,627	506,842	533,897
Materials and Supplies	29,609	8,608	5,796
Equipment, Lease & Assets	10,316	4,600	3,600
Contractual and Other Services	114,192	35,940	28,481
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$1,398,744</b>	<b>\$555,990</b>	<b>\$571,774</b>
Grant and Other Funds	\$193,576	\$168,000	\$162,000
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$1,592,320</b>	<b>\$723,990</b>	<b>\$733,774</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	8.00	7.00	7.50
Other	0.00	0.00	0.00
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<b>Total</b>	<b>8.00</b>	<b>7.00</b>	<b>7.50</b>

<b>Department:</b>	<b>Human Services</b>	<b>Program Budget</b>
<b>Division:</b>	<b>800 Director of Human Services</b>	
<b>Program:</b>	<b>02 Aging Services</b>	

### **Mission & Services**

The St. Louis Area Agency on Aging (SLAAA) plans & administers a comprehensive and coordinated service system for older St. Louisians within the mandate of the Older Americans Act. The Agency's objectives are: 1) to secure and maintain maximum independence and dignity in a home environment; and 2) encourage economic, social and personal independence for older persons by providing opportunities for employment, socialization, and activities in the community.

### **FY05 Highlights**

In FY05, SLAAA will collaborate with other agencies to analyze the results of the 2000 Census and other needs assessments. According to the US Census 2000 data indicates that there are 59,454 City residents aged sixty and over. Seniors represent 17.08% of the City's population. Approximately 20% are below the poverty level.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Homemaker Services - hours	10,640	11,000	11,000
o Congregate meals served	150,730	155,000	155,000
o Home delivered meals	642,118	645,000	645,000
o Assisted transportation provided	6,625	6,600	6,600
o Supplemental grocery distributions	6,785	7,000	7,000
o Ombudsman services - responses	4,898	5,000	5,000

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
Personal Services	0	336,327	349,089
Materials and Supplies	0	16,320	11,013
Equipment, Lease & Assets	0	3,600	4,000
Contractual and Other Services	0	26,420	20,113
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$382,667</b>	<b>\$384,215</b>
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Aging Services Grants	\$0	\$7,764,819	\$7,824,269
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<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$8,147,486</b>	<b>\$8,208,484</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	7.00	6.00	6.00
Other	6.00	14.00	14.75
<b>Total</b>	<b>13.00</b>	<b>20.00</b>	<b>20.75</b>



<b>Department:</b>	<b>Human Services</b>	<b>Program Budget</b>
<b>Division:</b>	<b>800 Director of Human Services</b>	
<b>Program:</b>	<b>03 Homeless Services</b>	

### **Mission & Services**

The Homeless Services Division acts as the central administration point for the comprehensive delivery of services to the homeless. On a contractual basis, it provides intake, assessment and referral, outreach services, emergency shelter, transitional housing, prevention and early intervention and permanent housing options to move the homeless to independence and self-sufficiency. The Homeless Services Network Board represents an interagency collaborative of social and human services organizations aimed at combating homelessness.

### **FY05 Highlights**

In FY05, the department will conduct a bi-annual count of homeless people in the City of St. Louis. Also a Cost analysis will be conducted to measure the effectiveness of all contractual services within the Homeless Service Division. In conjunction, with the development of a long term plan (10 year) to end homelessness in the City of St. Louis.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Operate emergency shelter - days	50,912	88,000	88,000
o Operate sanctuaries - person days	12,700	25,000	25,000
o Provide skills training - clients	1,652	2,500	2,500
o Provide transitional housing - days	28,284	33,000	33,000

<b>Local Use Tax Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	201,375	214,654	238,460
Materials and Supplies	2,852	7,140	4,911
Equipment, Lease & Assets	784	2,000	2,400
Contractual and Other Services	1,058,655	29,470	20,346
Debt Service and Special Charges	0	0	0

<b>Total Use Tax Fund</b>	<b>\$1,263,666</b>	<b>\$253,264</b>	<b>\$266,117</b>
Homeless Services Grants	\$2,451,064	\$11,435,303	\$9,969,519
<b>Total Budget All Funds</b>	<b>\$3,714,730</b>	<b>\$11,688,567</b>	<b>\$10,235,636</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	0.00	0.00	0.00
Use Tax Fund	5.00	4.00	4.50
Other	4.50	5.50	5.50
<b>Total</b>	<b>9.50</b>	<b>9.50</b>	<b>10.00</b>

<b>Department:</b>	<b>Human Services</b>	<b>Program Budget</b>
<b>Division:</b>	<b>800 Director of Human Services</b>	
<b>Program:</b>	<b>04 Office of Veterans' Affairs</b>	

### **Mission & Services**

The Office of Veterans' Affairs advocates for military veterans residing within the City of St. Louis, particularly those who are considered at-risk because of their poverty, homelessness or poor living conditions. The office administers programs funded by grants derived from federal, local and private sources, to assist veterans who are considered at-risk because of their poverty and poor living conditions. Information and referral is provided daily through the 100 page Veterans' Resource Directory, which is produced, updated, and distributed annually.

### **FY05 Highlights**

In FY05, the Office of Veterans' Affairs will increase the use of technology by the agency and the veterans groups that are served.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Provide employment for Vets	150	150	150
o Provide housing assistance for homeless veterans - clients served	100	100	100
o Placement rate for employment	92%	92%	92%
o Average hourly wage at employment	\$10.00	\$10.80	N/A

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	0	47,101	48,653
Materials and Supplies	0	776	690
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	4,372	3,853
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$52,249</b>	<b>\$53,196</b>
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Grant and Other Funds	\$0	\$577,698	\$437,442
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<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$629,947</b>	<b>\$490,638</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	1.00	1.00	1.00
Other	0.00	0.00	0.25
<b>Total</b>	<b>1.00</b>	<b>1.00</b>	<b>1.25</b>

<b>Department:</b>	<b>Human Services</b>	<b>Program Budget</b>
<b>Division:</b>	<b>800 Director of Human Services</b>	
<b>Program:</b>	<b>05 Youth and Family Services</b>	

### **Mission & Services**

The Division of Youth and Family Services will advocate for, collaborate toward, and provide a wide range of programs for youth and families who are exposed to negative risk factors, including social and economic deprivation, family conflict and low academic achievement. The Youth and Family Services division partners with the Public Safety Neighborhood Stabilization Team, the St. Louis Metro Police Department, the Recreation Division, the Mo. Dept. of Health Bureau of Nutrition and Child Care Programs, the City of St. Louis Dept. of Health, the Mo. Dept. of Public Safety, the St. Louis Public Schools and 200 institutions and local social service agencies.

### **FY05 Highlights**

In FY05, specific programs include, the Summer Food Service, the Child Care and Adult Food Program, the Mentor Instruction Nutrition Esteem (M.I.N.E.), RENT, curfew and truancy centers, gang outreach, domestic violence, trauma intervention, Chafee Foster Care Independence Program and Juvenile Accountability block grant programs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Provide meals - Child & Adult Care	715,000	780,000	850,000
o Provide meals for youths - Summer	820,000	900,000	900,000
o Operate After School Prog. - families	200	200	200

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	0	63,203	65,048
Materials and Supplies	0	7,956	5,190
Equipment, Lease & Assets	0	3,000	2,400
Contractual and Other Services	0	9,398	8,107
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$83,557</b>	<b>\$80,745</b>
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Grant and Other Funds	\$0	\$4,429,276	\$2,960,233
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<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$4,512,833</b>	<b>\$3,040,978</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	2.00	1.00	1.00
Other	3.50	5.50	5.50
<b>Total</b>	<b>5.50</b>	<b>6.50</b>	<b>6.50</b>

<b>Department:</b>	<b>Human Services</b>	<b>Program Budget</b>
<b>Division:</b>	<b>800 Director of Human Services</b>	
<b>Program:</b>	<b>06 Office on the Disabled</b>	

### **Mission & Services**

The Office on the disabled will substantially increase the source of accessibility for people with disabilities in the City of St. Louis. The Office on the Disabled serves as the Americans with Disabilities Act (ADA) Coordinator, providing information on the ADA; reasonable accommodations for applicants & employees; and training on the ADA. The office also provides current and reliable information on personal services, programs, and other issues for persons with disabilities.

### **FY05 Highlights**

In FY05, this office will continue to develop a training program for the deaf community on the criminal justice system; specifically the St. Louis Metropolitan Police Department and the City Court System. In addition, provide additional training on accessibility for building inspectors and design professionals.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Number of Contacts	N/A	18,932	20,000
o Training for Building Insp. and Desig	N/A	2	10
o Assist with Employment for Disablec	N/A	4	10
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

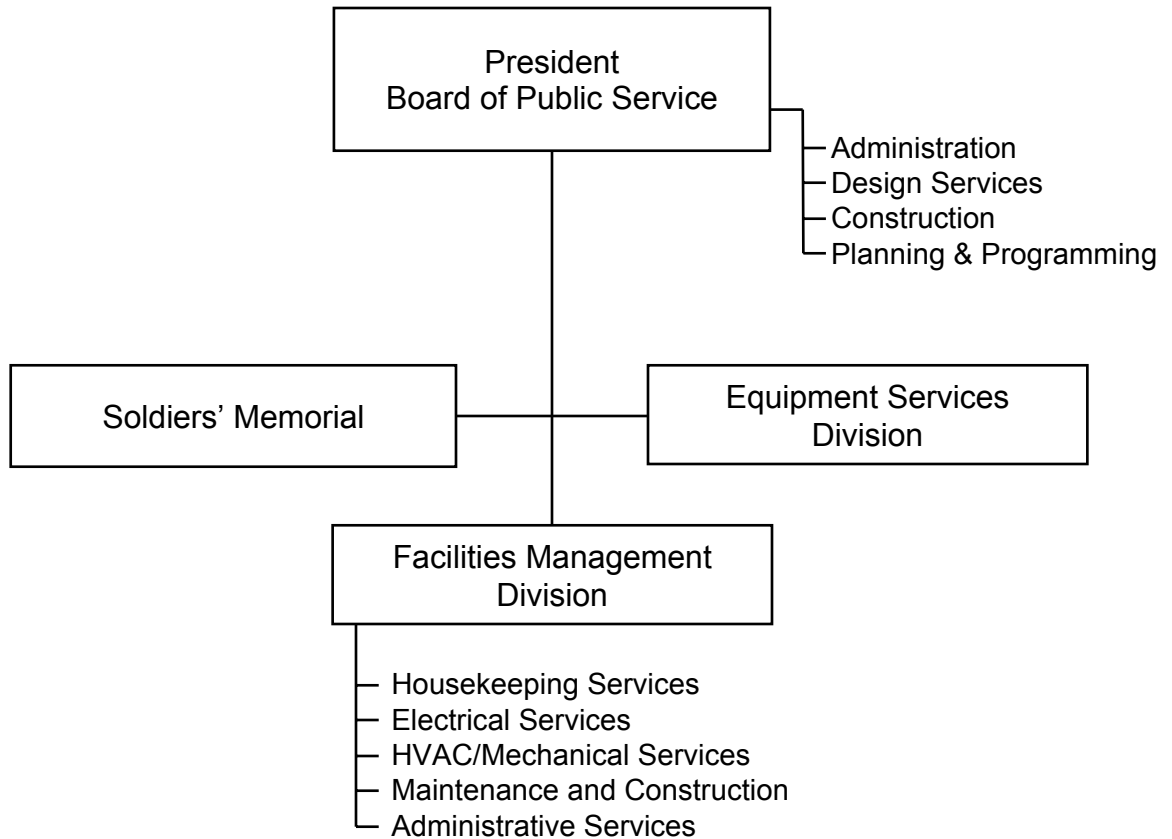
Personal Services	0	179,756	184,552
Materials and Supplies	0	3,500	3,500
Equipment, Lease & Assets	0	3,000	3,000
Contractual and Other Services	0	51,500	46,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$0</b>	<b>\$237,756</b>	<b>\$237,052</b>
Grant and Other Funds	\$0	\$75,000	\$120,000
<b>Total Budget All Funds</b>	<b>\$0</b>	<b>\$312,756</b>	<b>\$357,052</b>

<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	3.00	3.00	3.00
Other	0.00	0.00	0.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

## **BOARD OF PUBLIC SERVICE**

# BOARD OF PUBLIC SERVICE



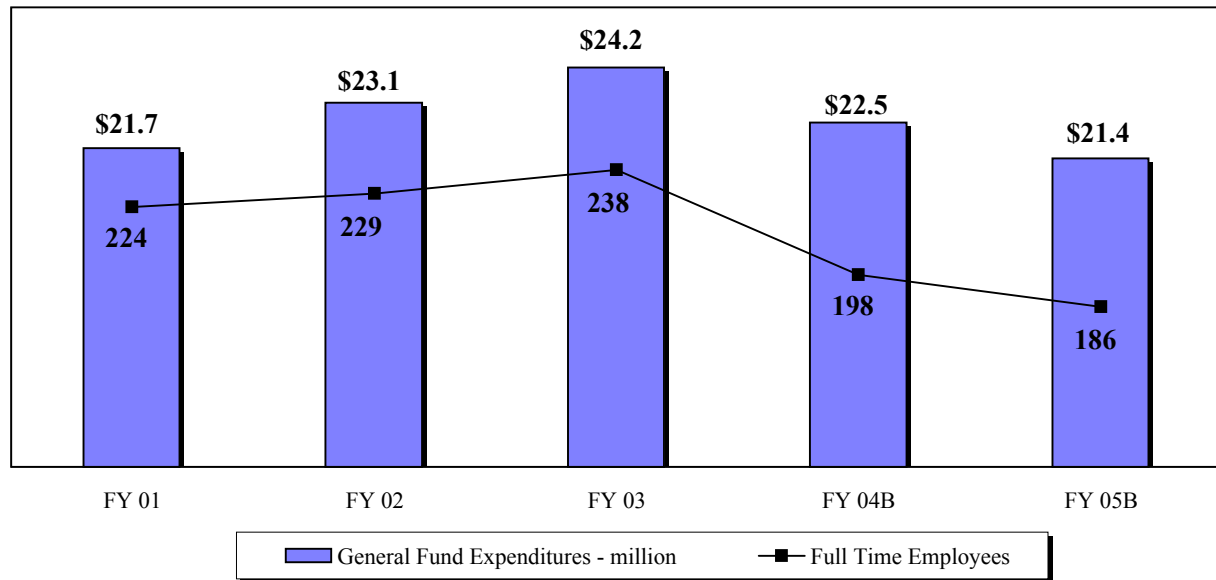
# BOARD OF PUBLIC SERVICE

<b>Budget By Division</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
900 President, BPS	3,198,157	3,358,782	3,017,039
903 Facilities Management	11,137,150	9,068,828	8,783,701
910 Equipment Services Division	9,627,394	9,871,492	9,376,968
930 Soldiers' Memorial	203,676	192,090	197,150
<b>Total General Fund</b>	<b>\$24,166,377</b>	<b>\$22,491,192</b>	<b>\$21,374,858</b>
Grant and Other Funds	\$516,739	\$1,249,600	\$197,084
<b>Total Department All Funds</b>	<b>\$24,683,116</b>	<b>\$23,740,792</b>	<b>\$21,571,942</b>

<b>Personnel By Division</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
900 President, BPS	63.0	55.0	54.0
903 Facilities Management	79.0	55.0	52.0
910 Equipment Services Division	93.0	85.0	77.0
930 Soldiers' Memorial	3.0	3.0	3.0
<b>Total General Fund</b>	<b>238.0</b>	<b>198.0</b>	<b>186.0</b>
Grant and Other Funds	46.0	45.0	17.0
<b>Total Department All Funds</b>	<b>284.0</b>	<b>243.0</b>	<b>203.0</b>

# BOARD OF PUBLIC SERVICE

## BOARD OF PUBLIC SERVICE

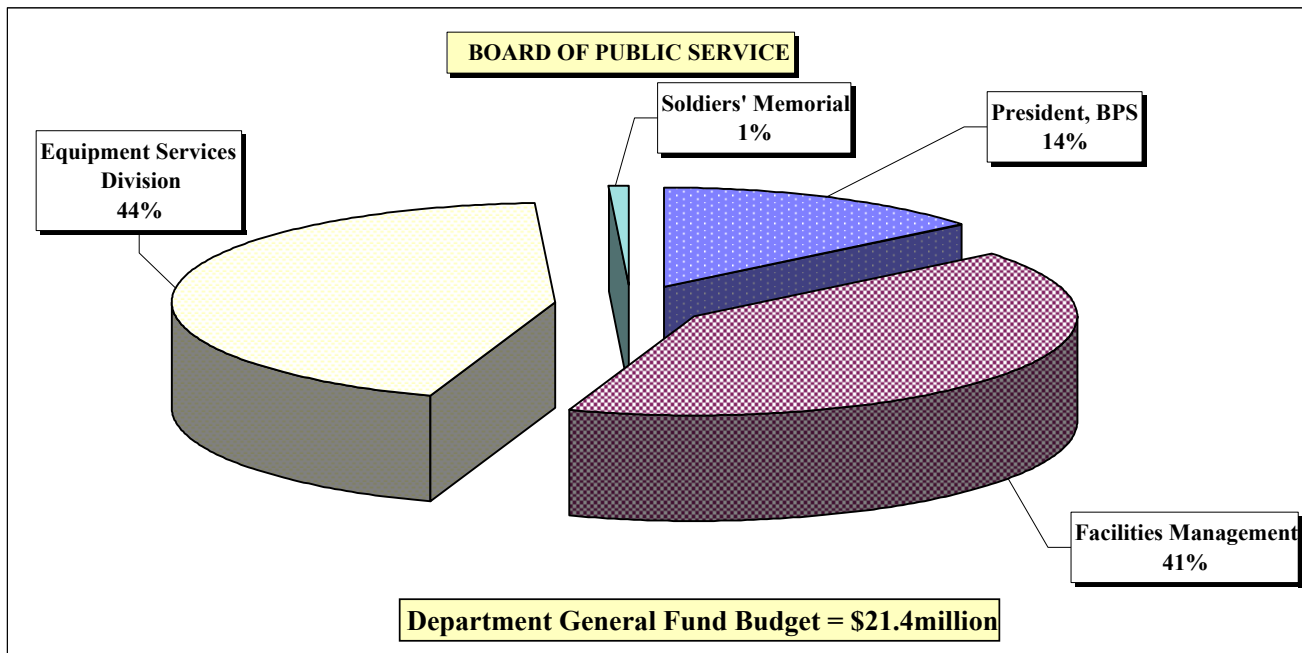


## Major Goals & Objectives

- o Implement a new standards and new criteria for performance of contractors
- o Consolidate most administrative oversight of Facilities Management into BPS Presidents Office
- o Partner with the Police Department to provide preventative maintenance and repairs for automobiles in the City fleet
- o Complete development of Facility Management maintenance tracking system
- o Consolidate Forest Park repair garage with the Hampton ESD Facility
- o Facilitate 26 ceremonies honoring our veterans and military



# BOARD OF PUBLIC SERVICE



## FY05 Highlights

- o Continue the design and administration of renovation projects funded by the 1998 Public Safety Bond Issue
- o Operate a Service Desk system for tracking and monitoring public facility maintenance requests
- o Conduct 150 tours of Soldiers' Memorial and give outside presentations
- o Continue tracking and evaluation of City's requests for Federally Funded (T-21) projects and public works and development projects

<b>Department:</b>	<b>Board of Public Service</b>	<b>Division Budget</b>
<b>Division:</b>	<b>900 President, BPS</b>	

### **Mission & Services**

The Office of the President of the Board of Public Service is responsible for all public work and improvements undertaken by the City or in which the City is interested. Duties include the design and construction supervision of public work projects. BPS provides design services in-house and manages design and construction projects performed by contractors. A President's Office program also coordinates the City's requests for Federal Funds for public works and development projects. It also has administrative supervision over Facilities Management, Equipment Services and Soldiers' Memorial operations.

### **FY05 Highlights**

In FY05, BPS will continue to administer the renovation projects funded by the Public Safety Bond Issue and review construction at St. Louis International Airport. Budgeted positions totals for special funds have been reduced to reflect those most likely to be actually funded from separate sources in

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Respond within 10 days of Request	100%	100%	100%
o Critical Tasks Inspections	100%	100%	100%
o Review Completed Projects	100%	100%	100%

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	2,879,310	2,441,766	2,363,454
Materials and Supplies	20,864	54,516	59,585
Equipment, Lease & Assets	18,752	64,500	66,500
Contractual and Other Services	279,231	798,000	527,500
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$3,198,157</b>	<b>\$3,358,782</b>	<b>\$3,017,039</b>
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Grant and Other Funds	\$516,739	\$1,249,600	\$197,084
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<b>Total Budget All Funds</b>	<b>\$3,714,896</b>	<b>\$4,608,382</b>	<b>\$3,214,123</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

General Fund	63.0	55.0	54.0
Other	41.0	40.0	11.0

<b>Total</b>	<b>104.0</b>	<b>95.0</b>	<b>65.0</b>
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<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>900 President, BPS</b>	
<b>Program:</b>	<b>01 Administration</b>	

### **Mission & Services**

The Administration Section provides support and supervision for the engineering design and construction programs of the City. This section also processes BPS applications, project contracts, payroll and department requisitions. BPS manages much of the new construction work resulting from the 1/2 Cent sales tax for capital improvements and the 1998 Public Safety Bond Issue. In an effort to reduce staffing and duplication of duties, many of the clerical functions for other divisions under BPS such as payroll and accounts payable etc., have been combined in the President's Office. In addition the program handles the Service Desk operations which coordinate all needed service and repair requests needed in City facilities.

### **FY05 Highlights**

In FY05, BPS will continue to administer the renovation projects funded by the Public Safety Bond Issue and various capital fund projects.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	794,780	910,104	1,014,179
Materials and Supplies	14,118	54,250	59,315
Equipment, Lease & Assets	18,752	64,500	66,500
Contractual and Other Services	48,297	362,500	197,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$875,947</b>	<b>\$1,391,354</b>	<b>\$1,336,994</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$875,947</b>	<b>\$1,391,354</b>	<b>\$1,336,994</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	13.0	15.0	16.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>13.0</b>	<b>15.0</b>	<b>16.0</b>
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<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>900 President, BPS</b>	
<b>Program:</b>	<b>02 Design Services</b>	

### **Mission & Services**

The Design Section provides professional multi-disciplinary architectural and engineering services to the various user agencies of the City. The staff conducts investigations and prepares reports, studies and cost estimates for its clients. They also maintain an archival library of City buildings, structures, streets, alleys, and subdivisions. In addition, the Design Section reviews all plans, specifications and cost estimates prepared by outside professional consultants in order to assure compliance with project scope, budget and schedules. Federally mandated bridge inspections are also handled under this program. The Design Section provides professional services for administering the Underground Storage Tank program and the asbestos/lead paint abatement programs.

### **FY05 Highlights**

This programs goals for FY05 are to assure timely response to requesting agencies and assure that plans, specifications and cost estimates are completed accurately and in a timely manner.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Determine resources avail. w/in 20 days	100%	100%	100%
o Respond to requests within 10 days	100%	100%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	619,890	550,919	255,971
Materials and Supplies	1,303	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	0	0	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$621,193</b>	<b>\$550,919</b>	<b>\$255,971</b>
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Grant and Other Funds	\$0	\$262,622	\$84,295
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<b>Total Budget All Funds</b>	<b>\$621,193</b>	<b>\$813,541</b>	<b>\$340,266</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	21.0	16.0	11.0
Other	17.0	15.0	6.0
<b>Total</b>	<b>38.0</b>	<b>31.0</b>	<b>17.0</b>

<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>900 President, BPS</b>	
<b>Program:</b>	<b>03 Construction</b>	

### **Mission & Services**

The mission of this program is to assure all public works projects are completed in compliance with all contract documents, project scopes, budgets and schedules. The Construction Section provides project management for public works projects. Projects include street and alley improvements, bridge repair or replacement, building alterations or additions, and renovations & repair. The Construction Section oversees much of the new construction activity related to the Capital Improvements and the Public Safety Bond Issue projects.

### **FY05 Highlights**

In FY05, the Construction Section will assure that qualified and capable personnel are provided to inspect projects and also assure that regular inspections are done accurately and in a timely manner.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Determine Staffing needs per Project	100%	100%	100%
o Review quarterly training and certif. personnel assigned to division	100%	100%	100%
o Identify training resources within 10 day assessments	100%	100%	100%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	1,081,664	754,882	561,762
Materials and Supplies	2,837	266	270
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	229,311	435,500	330,500
Debt Service and Special Charges	0	0	0
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<b>Total General Fund</b>	<b>\$1,313,812</b>	<b>\$1,190,648</b>	<b>\$892,532</b>
Grant and Other Funds	\$516,739	\$986,978	\$112,789
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<b>Total Budget All Funds</b>	<b>\$1,830,551</b>	<b>\$2,177,626</b>	<b>\$1,005,321</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	22.0	21.0	18.0
Other	24.0	25.0	5.0
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<b>Total</b>	<b>46.0</b>	<b>46.0</b>	<b>23.0</b>

<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>900 President, BPS</b>	
<b>Program:</b>	<b>04 Planning &amp; Programming</b>	

### **Mission & Services**

The mission is to assure all programs, projects, tasks or responsibilities undertaken by the Department, and all divisions there under, are appropriately staffed, financed and fulfills missions, goals or completes projects and tasks successfully. This section plans for Ward Capital Improvement Projects it will develop with input from the Alderman. Planning & Programming prepares grant applications for various FHWA and FTA grants and administers funds obtained through grants and Federal programs.

### **FY05 Highlights**

In FY05, emphasis will be to assure all output is completed in a cost efficient and timely manner. Also plan to develop standard plans and specifications for similar projects and continually review all policies and procedures to identify deficiencies that result in time delays or over-expenditures.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Review programs to determine funding	N/A	100%	100%
o Develop performance standards	N/A	100%	100%
o Review project status - intervals	N/A	100%	100%
o Review projects upon completion	N/A	100%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	382,976	225,861	531,542
Materials and Supplies	2,606	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	1,623	0	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$387,205</b>	<b>\$225,861</b>	<b>\$531,542</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$387,205</b>	<b>\$225,861</b>	<b>\$531,542</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	7.0	3.0	9.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>7.0</b>	<b>3.0</b>	<b>9.0</b>

<b>Department:</b>	<b>Board of Public Service</b>	<b>Division Budget</b>
<b>Division:</b>	<b>903 Facilities Management</b>	

### **Mission & Services**

The Division of Facilities Management is involved with or is responsible for the operating and maintenance of 260 City facilities. The maintenance function of Facilities Management is divided into four programs, housekeeping, electrical services, HVAC/Mechanical (heating and cooling services), and maintenance and construction. In FY04 the operations of the Service Desk along with some other clerical staff were moved to the Presidents Office of the Board of Public Service (BPS).

### **FY05 Highlights**

In FY05 this program will work closely with the Service Desk to provide supervision of staff processing requested services, so as to better monitor and track types and costs of services needed to maintain City facilities..

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	3,653,499	2,971,120	2,686,107
Materials and Supplies	410,695	279,300	279,594
Equipment, Lease & Assets	76,946	97,648	42,000
Contractual and Other Services	6,996,010	5,720,760	5,776,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$11,137,150</b>	<b>\$9,068,828</b>	<b>\$8,783,701</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$11,137,150</b>	<b>\$9,068,828</b>	<b>\$8,783,701</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	79.0	55.0	52.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>79.0</b>	<b>55.0</b>	<b>52.0</b>
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<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>903 Facilities Management</b>	
<b>Program:</b>	<b>01 Housekeeping Services</b>	

### **Mission & Services**

The Housekeeping programs mission is to assure all offices and public areas of City Hall are cleaned and maintained. Services include housekeeping, trash pick-up, carpet and floor cleaning, and daily restroom cleaning. This program maintains a regular cleaning schedule. This program also contracts for the pest control, window cleaning, lawn maintenance and specialized cleaning services. In FY04 this program reduced staffing and concentrated it's efforts at servicing City Hall, a contractor provided cleaning services at 634 N. Grand and 1300 Convention Plaza.

### **FY05 Highlights**

In FY05 this program will take direction from the Service Desk to provide requested services and to determine types and costs of services provided.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Custodial service - City Hall (sq.ft.)	327,252	327,252	327,252
o Custodial Service - Parkside Plaza (sq.ft.)	38,500	0	0
o Custodial Service - Convention Plaza (sq.ft.)	16,400	0	0
o Custodial service - 634 No. Grand (sq.ft.)	187,500	0	0
o Respond within 3 hours of work request	N/A	90%	100%

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	672,755	385,653	358,867
Materials and Supplies	72,097	44,300	30,000
Equipment, Lease & Assets	1,246	500	1,000
Contractual and Other Services	30,908	60,000	50,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$777,006</b>	<b>\$490,453</b>	<b>\$439,867</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$777,006</b>	<b>\$490,453</b>	<b>\$439,867</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	24.0	12.0	12.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>24.0</b>	<b>12.0</b>	<b>12.0</b>



<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>903 Facilities Management</b>	
<b>Program:</b>	<b>02 Electrical Services</b>	

### **Mission & Services**

The Electrical Services Program mission is to assure all electrical systems within City facilities are maintained and in proper working order, and oversees installation of new equipment by outside contractors. The services include maintaining & repairing equipment, installation of new electrical fixtures or services and revamping City facilities. This program does the aforementioned services for 261 facilities. This program also contracts for maintenance for 35 elevators and pays the electrical bills for City facilities. Electrical Services will continue to monitor electric power usage at various City facilities to help identify any problems with electrical systems and track costs for budget analysis. In FY04 this program worked with the Service Desk operation in order to determine types and costs of services provided and identify contracting opportunities.

### **FY05 Highlights**

In FY 05 this program will assess the data collected by the Service Desk Operation in order to identify costs and assure delivery of services. Also the cost for electrical services of the Carnahan Courthouse and the Justice Center have been combined with this program

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Respond within 2 working days	N/A	70%	90%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	715,284	609,340	542,665
Materials and Supplies	109,232	50,000	70,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	2,794,121	2,814,000	3,340,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$3,618,637</b>	<b>\$3,473,340</b>	<b>\$3,952,665</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$3,618,637</b>	<b>\$3,473,340</b>	<b>\$3,952,665</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	12.0	9.0	9.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>12.0</b>	<b>9.0</b>	<b>9.0</b>

<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>903 Facilities Management</b>	
<b>Program:</b>	<b>03 HVAC/Mechanical Services</b>	

### **Mission & Services**

The HVAC/Mechanical Program mission is to assure all HVAC, mechanical & plumbing systems within City facilities are maintained and in proper working order, and oversees installation of new equipment by outside contractors. The services include maintenance & repair of HVAC and mechanical equipment systems, repair & replacement of plumbing fixtures in approximately 88 City buildings. The program also oversees the maintenance of fire sprinkler systems, hot water systems, freezers, and water coolers, etc. The City's heating costs are included in this section's budget. The HVAC program monitors the heating energy costs at 100 City facilities to identify any problems with the systems and to track the utility costs for budget analysis.

### **FY05 Highlights**

In FY 05 this program will assess the data collected by the Service Desk Operation in order to identify costs and assure delivery of services. Also the cost for heating of the Carnahan Courthouse and the Justice Center have been combined with this program.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Respond within 2 working days	N/A	80%	90%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	1,180,719	967,904	995,758
Materials and Supplies	117,759	90,000	108,000
Equipment, Lease & Assets	24,922	60,148	41,000
Contractual and Other Services	2,791,649	1,235,000	2,129,000
Debt Service and Special Charges	0	0	0
	<hr/>	<hr/>	<hr/>
<b>Total General Fund</b>	<b>\$4,115,049</b>	<b>\$2,353,052</b>	<b>\$3,273,758</b>
Grant and Other Funds	\$0	\$0	\$0
	<hr/>	<hr/>	<hr/>
<b>Total Budget All Funds</b>	<b>\$4,115,049</b>	<b>\$2,353,052</b>	<b>\$3,273,758</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	22.0	18.0	18.0
Other	0.0	0.0	0.0
	<hr/>	<hr/>	<hr/>
<b>Total</b>	<b>22.0</b>	<b>18.0</b>	<b>18.0</b>

<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>903 Facilities Management</b>	
<b>Program:</b>	<b>04 Facilities Maintenance and Construction</b>	

### **Mission & Services**

The Facilities Maintenance Section is charged with the repair for all walls, doors and windows at City Facilities and the overall maintenance of City buildings. This Section provides "in-house" carpentry and painting, as well as the key and lock systems for most facilities. Also, responsible for contractual maintenance and minor construction services to 150 City facilities, including fire stations. This program is also responsible for the overhead door and fire extinguisher contracts, and for contracting for specialized emergency service repairs which are beyond the scope of the Facilities Department. In FY04 this program worked with the Service Desk operation in order to determine types and costs of services provided and identify contracting opportunities.

### **FY05 Highlights**

In FY 05 this program will assess the data collected by the Service Desk Operation in order to identify costs and assure delivery of services.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Respond within 2 working days	N/A	75%	90%

<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
Personal Services	541,028	581,421	610,114
Materials and Supplies	27,493	45,000	65,000
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	135,997	135,000	175,000
Debt Service and Special Charges	0	0	0
<b>Total General Fund</b>	<b>\$704,518</b>	<b>\$761,421</b>	<b>\$850,114</b>
Grant and Other Funds	\$0	\$0	\$0
<b>Total Budget All Funds</b>	<b>\$704,518</b>	<b>\$761,421</b>	<b>\$850,114</b>

<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	10.0	9.0	10.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>10.0</b>	<b>9.0</b>	<b>10.0</b>

<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>903 Facilities Management</b>	
<b>Program:</b>	<b>05 Administrative Services</b>	

### **Mission & Services**

The Administrative Section provides overall management, technical and some clerical support to all Facilities Management programs. This program provides technical review of plans and specifications for repair projects, and conducts inspections and testing of those systems. This Section supervises the staff that works with the Service Desk for handling requests for service and dispatching the appropriate tradesmen to the site for the repair.

### **FY05 Highlights**

The majority of Facilities Management administrative services have been consolidated into the Office of the President of the Board of Public Service

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	360,531	426,802	178,703
Materials and Supplies	16,823	10,000	6,594
Equipment, Lease & Assets	19,626	32,000	0
Contractual and Other Services	101,380	228,500	82,000
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$498,360</b>	<b>\$697,302</b>	<b>\$267,297</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$498,360</b>	<b>\$697,302</b>	<b>\$267,297</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	7.0	7.0	3.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>3.0</b>
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<b>Department:</b>	<b>Board of Public Service</b>	<b>Program Budget</b>
<b>Division:</b>	<b>903 Facilities Management</b>	
<b>Program:</b>	<b>06 Carnahan Courthouse / Justice Center</b>	

### **Mission & Services**

In spring of FY01, the City took ownership of the Carnahan Courthouse located on the southeast corner of Tucker and Market Streets. This building now houses courtrooms of the 22nd Judicial Circuit and offices previously located in the municipal courts building. The facility is directly connected by skywalk to the new City Justice Center.

### **FY05 Highlights**

In FY05 the costs and staffing in this program have been combined with other departmental programs.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
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<b>General Fund Budget By Expenditure Category</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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Personal Services	183,182	0	0
Materials and Supplies	67,291	40,000	0
Equipment, Lease & Assets	31,152	5,000	0
Contractual and Other Services	1,141,955	1,248,260	0
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$1,423,580</b>	<b>\$1,293,260</b>	<b>\$0</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$1,423,580</b>	<b>\$1,293,260</b>	<b>\$0</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
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General Fund	4.0	0.0	0.0
Other	0.0	0.0	0.0

<b>Total</b>	<b>4.0</b>	<b>0.0</b>	<b>0.0</b>
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<b>Department:</b>	<b>Board of Public Service</b>	<b>Division Budget</b>
<b>Division:</b>	<b>910 Equipment Services Division</b>	

### **Mission & Services**

The Equipment Services Division (ESD) provides maintenance to City vehicles and equipment and provides fuel services to most City departments. ESD operates six garage repair facilities throughout the City. ESD controls the quantity, type and specifications of vehicles used in City service. ESD also manages the fleet fueling procedures for the City vehicles.

### **FY05 Highlights**

In FY05, the maintenance facility previously housed in Forest Park garage will be consolidated with existing facilities at the Hampton location. ESD will also be consolidating automobile maintenance at the Police Department maintenance facility.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Execute funds allocated for rolling stk	100%	100%	100%
o Perform scheduled maintenance			
ratio scheduled to unscheduled	N/A	25%	50%
o Identify and eliminate unneeded vehicles	100%	100%	100%
<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	4,524,832	4,457,896	4,176,044
Materials and Supplies	4,066,113	4,112,678	3,978,388
Equipment, Lease & Assets	29,932	8,100	8,300
Contractual and Other Services	1,006,517	1,292,818	1,214,236
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$9,627,394</b>	<b>\$9,871,492</b>	<b>\$9,376,968</b>
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Grant and Other Funds	\$0	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$9,627,394</b>	<b>\$9,871,492</b>	<b>\$9,376,968</b>
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<b>Number of Full Time Positions</b>	<b>Actual FY03</b>	<b>Budget FY04</b>	<b>Budget FY05</b>
General Fund	93.0	85.0	77.0
Other	5.0	5.0	6.0
<b>Total</b>	<b>98.0</b>	<b>90.0</b>	<b>83.0</b>

<b>Department:</b>	<b>Board of Public Service</b>	<b>Division Budget</b>
<b>Division:</b>	<b>930 Soldiers' Memorial</b>	

### **Mission & Services**

Soldiers' Memorial Military Museum is dedicated as a memorial for veterans and as a museum for preserving an historic collection of military artifacts and is one of the best examples of "Art Deco" architecture in St. Louis. The memorial building is open to the public and has meeting space available for veterans and other groups. Soldiers' Memorial routinely participates in a multitude of events honoring the nations veterans including the annual Veterans' Day parade, American Legion flag raising ceremony, AMVETS Pearl Harbor day service and the POW/MIA March to the Arch. Also, the museum staff coordinates, and will host, the "Stand-Down" program to assist homeless veterans. In FY04 exterior restoration and cleaning was completed, all the work is being funded by private donations from the St. Louis Ambassadors, Missouri Veterans Commission and Gateway Foundation.

### **FY05 Highlights**

In FY05 the facility will be the staging area and act as operations base for the St. Louis Strassenfest and the Rib America Festival. Also, the Memorial will coo ordinate and will host the Veterans Day Parade, which is one of the largest Veterans Day parades in the Nation.

<b>Performance Measurement</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
o Facilitate meetings - various groups	178	210	220
o Facilitate ceremonies	25	24	26
o Visitors annually	39,515	39,500	40,000
o Group tours and off site presentations	130	152	150

<b>General Fund</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
<b>Budget By Expenditure Category</b>	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>

Personal Services	146,685	139,040	143,700
Materials and Supplies	2,467	0	0
Equipment, Lease & Assets	0	0	0
Contractual and Other Services	54,524	53,050	53,450
Debt Service and Special Charges	0	0	0

<b>Total General Fund</b>	<b>\$203,676</b>	<b>\$192,090</b>	<b>\$197,150</b>
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Grant and Other Funds	\$7,388	\$0	\$0
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<b>Total Budget All Funds</b>	<b>\$211,064</b>	<b>\$192,090</b>	<b>\$197,150</b>
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<b>Number of Full Time Positions</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>
	<b>FY03</b>	<b>FY04</b>	<b>FY05</b>
General Fund	3.0	3.0	3.0
Other	0.0	0.0	0.0
<b>Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

## **CAPITAL IMPROVEMENTS**

Since the establishment of the Capital Fund in 1989, the City has successfully begun the process of restoring and improving its capital assets. In August 1993, voters passed a one-half cent sales tax dedicated to capital improvement projects. This new source of revenue has greatly enhanced the City's ability to meet its capital needs. Major accomplishments and highlights of St. Louis' capital improvement program are shown on the table on the following page.

This section presents an overview of St. Louis' capital improvement program, including the planning process, the five-year Capital Improvements Plan, and the FY2005 Capital Budget. The entire Capital Improvements Plan, including a budget for each fund, account, and subaccount within the Capital Fund, is presented in a separately bound volume.

## **CAPITAL PLANNING PROCESS**

To address the City's pressing capital infrastructure and equipment needs, the City of St. Louis established capital planning policies and the Capital Fund in 1989. City ordinances require the Budget Division, together with the Capital Committee, to develop a five-year capital improvement plan (CIP) annually. Each year, a Capital Budget must be prepared, based on the first year of the CIP. Both the CIP and Capital Budget must be submitted by the Budget Division to the Board of Estimate and Apportionment and Board of Aldermen for approval. The CIP and Capital Budget are submitted in the same manner and time as the general operating budget of the City.



## CAPITAL IMPROVEMENT PROGRAM ACCOMPLISHMENTS

### ***Roads and Bridges***

- Replacement of several major bridges in the City, including the South Kingshighway, Arsenal Street, Morganford, Alabama and Natural Bridge Road.
- Resurfacing of arterial and residential streets throughout the City.

### ***Neighborhood Stabilization***

- Improvements, such as lighting, street resurfacing, and new playground equipment in the City's six major parks and many neighborhood parks
- Enhanced street lighting at all recreation centers, neighborhood parks, community schools and churches throughout the City.
- Demolition of abandoned buildings
- Improvements at the City's recreation centers

### ***Facility Improvements and Equipment Replacement***

- Repair, expansion, and construction of City-owned buildings, including the Civil Courts Building, the Justice Center, Carnahan Courthouse and the Police Department Area Command Stations.
- Implementation of a rolling stock replacement program
- Progress toward complying with Federal mandates
- Flood protection projects
- Warning Siren System

The Capital Committee is responsible for the assessment and review of capital needs and must develop and recommend the CIP and Capital Budget. As established by ordinance, the Capital Committee consists of the following members: the Budget Director, who serves as Chairperson, the Community Development Agency Director, the President of the Board of Public Service, the President of the Board of Aldermen (or his designee), one other Alderman appointed by the President of the Board of Aldermen, the Comptroller (or his designee), one other person from the Comptroller's office, the Mayor (or his designee), and the Chairperson of the Ways and Means Committee.

A committee of City residents, the Citizen's Advisory Committee for Capital Expenditures, is involved in the capital planning process. This committee reviews and assesses capital needs, advises the Capital Committee on the development and recommendation of the CIP and Capital Budget, and reviews the City's capital accomplishments.

The Capital Committee selects and prioritizes capital projects using established criteria. The following criteria are used to evaluate projects:

- Capital improvements that will foster St. Louis' goal of preserving and improving municipal buildings and other assets;
- Capital improvements that will foster St. Louis' goal of fiscal stability and soundness;
- Capital improvements that will foster St. Louis' goal of preserving its infrastructure and heritage;
- Projects that reduce the cost of operations or energy consumption;
- Projects that promote operational safety.

In January 1994, the Capital Committee adopted additional selection criteria. Projects are evaluated and funding recommendations are made according to the following priorities:

- 1) Required payment for existing debt service

- 2) Local match amounts for bridge and street improvements et al
- 3) Funding for State and Federal mandates, including underground storage tank abatement, ADA compliance, asbestos and lead paint abatement
- 4) Ongoing replacements necessary for City operations

## **FIVE-YEAR CAPITAL IMPROVEMENT PLAN**

The 2005-2009 Capital Improvements Plan identifies the projects funded in the FY2005 capital budget and those projects scheduled for the next four years. Projects included in the Capital Improvements Plan (CIP) from FY2005-FY2009 have a projected cost of \$400 million. The projects will be funded through a combination of local, state and federal sources. Over the five-year period, approximately \$197 million will be appropriated to pay for the projects. This amount includes outright purchases as well as debt service payments, and in the case of road and bridge projects, the City's local matching share of the total cost.

Projects included in the CIP have been grouped into three major categories. These categories are road and bridge improvements, neighborhood stabilization projects, and facility improvements and equipment replacement. Table 1 presents a summary of proposed capital projects for the next five years. The projects presented in the FY2005 column represent the FY2005 Capital Budget, while projects in subsequent years will be reviewed and updated on an annual basis. A detailed description of each proposed project is included in the separately bound Capital Improvements Plan.

### **Road and Bridge Improvement Projects**

Most of the costs of the transportation projects are funded through the Federal Surface Transportation Program. The CIP will provide a total of \$28.6 million toward road and bridge improvements over the next five years. Of this amount, \$22.9 million will serve as the City's local match for federally funded projects with an estimated value of over \$114.2 million. This represents about 25 percent of the total CIP projects either in progress or begun during the five-year-period.

**TABLE I**  
**CAPITAL IMPROVEMENTS PLAN**  
**USE OF FUNDS**

		<b>FY2005</b>	<b>FY2006</b>	<b>FY2007</b>	<b>FY2008</b>	<b>FY2009</b>
<b>ROAD AND BRIDGE PROJECTS</b>						
ARTERIAL STREET RESURFACING		350,000	1,000,000	1,000,000	1,000,000	1,000,000
BRIDGE REPAIR/RESURFACING		0	350,000	350,000	350,000	350,000
BRIDGE RECONSTRUCTION / REPLACEMENT (ISTEA)		1,300,000	4,660,000	4,225,000	4,430,000	2,300,000
ENHANCEMENT PROJECTS (ISTEA)		50,000	0	0	0	0
EQUIPMENT REPLACEMENT (ISTEA)		400,000	275,000	375,000	300,000	0
STREET RECONSTRUCTION (ISTEA)		0	1,925,000	605,000	1,695,000	300,000
<b>ROAD AND BRIDGE PROJECTS</b>	<b>Total</b>	<b>\$2,100,000</b>	<b>\$8,210,000</b>	<b>\$6,555,000</b>	<b>\$7,775,000</b>	<b>\$3,950,000</b>
<b>NEIGHBORHOOD STABILIZATION PROJECTS</b>						
MAJOR PARKS IMPROVEMENTS (1/2 CENT & METRO & GRANTS)		2,543,900	3,271,300	3,352,500	3,435,700	3,521,000
POLICE DEPARTMENT IMPROVEMENTS		1,314,690	1,315,240	1,310,340	1,966,395	1,000,000
METRO PARKS - (NEIGHBORHOOD PARKS)		0	965,600	989,700	1,014,400	1,039,800
RECREATION CENTER IMPROVEMENTS		452,500	463,700	475,200	486,900	499,000
WARD IMPROVEMENT PROJECTS		7,540,400	7,728,000	7,919,500	8,115,500	8,317,000
<b>NEIGHBORHOOD STABILIZATION PROJECTS</b>	<b>Total</b>	<b>\$11,851,490</b>	<b>\$13,743,840</b>	<b>\$14,047,240</b>	<b>\$15,018,895</b>	<b>\$14,376,800</b>
<b>FACILITY IMPROVEMENTS AND EQUIPMENT REPLACEMENT</b>						
BUILDING IMPROVEMENTS		1,488,000	2,100,000	2,100,000	2,000,000	1,550,000
CIVIL COURTS BUILDING IMPROVEMENTS		2,765,000	3,090,000	2,765,000	2,765,000	2,765,000
EQUIPMENT REPLACEMENT		3,220,000	2,600,000	2,600,000	2,600,000	2,600,000
FEDERAL MANDATES		50,000	450,000	500,000	500,000	70,000
JUSTICE CENTER PROJECT		10,762,000	10,959,000	11,163,000	11,163,000	11,163,000
NEW CONSTRUCTION		370,000	370,000	370,000	370,000	370,000
IMPROVEMENT PROJECTS		0	120,000	75,000	30,000	0
<b>FACILITY IMPROVEMENTS AND EQUIPMENT REPLACEMENT</b>	<b>Total</b>	<b>\$18,655,000</b>	<b>\$19,689,000</b>	<b>\$19,573,000</b>	<b>\$19,428,000</b>	<b>\$18,518,000</b>
<b>ENGINEERING, DESIGN AND ADMINISTRATION</b>	<b>Total</b>	<b>\$618,000</b>	<b>\$637,000</b>	<b>\$656,000</b>	<b>\$676,000</b>	<b>\$696,000</b>
<b>All Capital Improvement Projects</b>		<b>\$33,224,490</b>	<b>\$42,279,840</b>	<b>\$40,831,240</b>	<b>\$42,897,895</b>	<b>\$37,540,800</b>

The CIP also includes \$4.3 million for arterial street resurfacing and \$1.4 million for bridge repair/resurfacing. These street and bridge improvements will be funded entirely with City dollars. Prior to the passage of the capital improvement sales tax, many needed arterial street and bridge repairs went undone.

### **Neighborhood Stabilization Projects**

Neighborhood stabilization capital projects include improvements in the City's 28 wards, recreation centers, parks, and Police Department. Approximately \$69 million in neighborhood stabilization projects is included in the five-year plan. Proposed five-year plan funding includes the following:

- \$39.6 million for ward improvements
- \$16.1 million for major park improvements
- \$6.9 million for Police Department improvements
- \$2.4 million for recreation center improvements
- \$4.0 million for neighborhood park improvements

The majority of neighborhood stabilization projects will be improvements in the City's neighborhoods and parks. In FY2005, each ward will receive \$269,300 for capital improvements recommended by the Aldermen. In the past, Aldermen have spent these funds to resurface residential streets, improve neighborhood parks, reconstruct alleys, enhance street lighting and replace refuse dumpsters.

## **Facility Improvement and Equipment Replacement**

Approximately \$95.8 million in facility improvements and equipment replacement is planned for the next five years. More than 74% of this amount will be expended to retire the debt associated with the new downtown Justice Center and the expansion of the Medium Security Institution, the renovations to the Civil Courts Building and the Carnahan Courthouse and the new Multimodal facility.

Facility improvement and equipment replacement projects proposed in the five-year plan include:

- \$55.2 million for the MSI expansion and Justice Center financing
- \$14.2 million for renovations to the Civil Courts building
- \$5.5 million for renovations to the Carnahan Courthouse
- \$13.6 million for rolling stock & computer equipment
- \$4.2 million for renovations & repairs to City projects and equipment replacement
- \$1.6 million for Federal mandate compliance

## **Funding Sources**

The capital projects included in this plan will be financed through a combination of local, state, and federal sources. Table II presents a summary of estimated resources available for capital expenditures for the next five years. A brief description of the funding sources follows.

**TABLE II**  
**CAPITAL IMPROVEMENTS PLAN**  
**SOURCE OF FUNDS**

	<b>FY2005</b>	<b>FY2006</b>	<b>FY2007</b>	<b>FY2008</b>	<b>FY2009</b>
1/10 Cent Sales Tax for Metro Parks (40% Major Parks)	<b>0</b>	643,700	659,800	676,300	693,200
1/10 Cent Sales Tax for Metro Parks (60% Neighborhood Parks)	<b>0</b>	965,600	989,700	1,014,400	1,039,800
1/2 Cent Sales Tax for Capital Improvement	<b>15,700,000</b>	16,093,000	16,495,000	16,907,000	17,330,000
Beginning Balance (Debt Service Reserve Earnings)	<b>80,000</b>	80,000	80,000	80,000	0
Courthouse Restoration Fund - Municipal Courts	<b>300,000</b>	300,000	300,000	300,000	300,000
Courthouse Restoration Fund - State Courts	<b>1,200,000</b>	1,200,000	1,200,000	1,200,000	1,200,000
Gasoline Tax Revenue - (County Share)	<b>600,000</b>	600,000	600,000	600,000	600,000
General Fund Transfer - Carnahan Courthouse Debt Service	<b>0</b>	800,000	800,000	800,000	800,000
General Fund Transfer -Justice Center Lease Payment	<b>0</b>	7,600,000	7,600,000	7,600,000	7,600,000
General Fund Transfer for FY94 Civil Courts Debt	<b>0</b>	1,600,000	1,600,000	1,600,000	1,600,000
Income from Sale of City Assets	<b>3,300,000</b>	350,000	350,000	350,000	350,000
Justice Center Debt Service Fund	<b>5,770,000</b>	0	0	0	0
Transfer from Gaming Revenue Fund	<b>3,700,000</b>	3,700,000	3,700,000	3,700,000	3,700,000
Unused Lease Debt Appropriation	<b>2,600,000</b>	0	0	0	0
<b>TOTAL SOURCES OF REVENUE</b>	<b>\$33,250,000</b>	<b>\$33,932,300</b>	<b>\$34,374,500</b>	<b>\$34,827,700</b>	<b>\$35,213,000</b>

## **Local Sources**

The major local funding source is the one-half cent sales tax for capital improvements. This tax was passed in 1993 and should provide about \$15.7million this year for capital improvements. Proceeds from the capital improvement sales tax are distributed among the City's 28 wards (50%), citywide improvements (20%), major parks (17%), the Police Department (10%), and recreation centers (3%).

The City's General fund, supported by local taxes and fees, contributes to the Capital Fund. In most years, the general fund budget will include a transfer to the Capital Fund to offset debt service charges. In FY2005, due to continuing pressure on general fund revenues and the availability of excess funds after completion of the Justice Center, no transfer from the general fund will be recommended. Additional local revenues of approximately \$3.3 million is expected from asset sales including the Convention Plaza building, Truman Center, the Parks Nursery and city owned land abutting Chain of Rocks Bridge in north St. Louis County

In FY2002, the City Parks and Recreation system began receiving funds from the regional 1/10 Cent Metro Parks Sales Tax. Over the next five years, the City's portion of the tax will be approximately \$6.7 million with 40% going to the major parks and 60% going to the neighborhood parks.

In FY2002, the City passed an ordinance imposing court costs of \$5.00 on certain cases adjudicated in Municipal Courts. Revenue from these cases is estimated to be \$300,000 annually and will be used to offset debt service financing to provide improvements at City owned courthouses.

If any general fund operating surpluses become available in future years, the City will budget these funds in the Capital Budget on a year-by-year basis. Another local source of funds is revenue derived from riverboat gaming, which is discussed later in this section.



## **State Sources**

The Capital Fund receives funding through several taxes and fees imposed by the State of Missouri. The City has allocated a portion of the proceeds of the statewide gasoline tax to be used for capital improvements. In FY2005, \$0.6 million in gasoline tax revenues will be transferred to the Capital Fund. These revenues are used to help fund the City's local match requirements on bridge replacement and street repair projects financed through the Federal STP program.

In 1995 the state legislature imposed an additional \$35 court filing fee on cases filed in the 22nd Judicial Circuit Court in St. Louis. The fee has since been raised to \$45 per case. Revenues generated from this filing fee are being used to assist in financing renovations to the Civil Courts Building. This additional filing fee generates about \$1.2 million annually.

## **Federal Sources**

The City of St. Louis relies heavily upon Federal funding to finance its road and bridge improvement projects. Federal funding is available through the Surface Transportation Program (STP), which was established through the Intermodal Surface Transportation Efficiency Act (ISTEA & TEA-21). The ISTEA program provides 75 to 100 percent of the cost of major bridge renovation or replacement projects and certain street improvement projects. The St. Louis Metropolitan region receives approximately \$14 million annually in such matching funds and is currently on a three year planning cycle.

## **Gaming Revenues**

Currently, the City benefits from three direct sources of gaming revenues. The first is a 10% share of the state tax on gaming adjusted gross receipts, (AGR). With the state tax set at 20%, the City's share is equal to 2% of AGR. The state also imposes a two-dollar fee for all admissions to a gaming boat, with the City receiving one-half of this fee, or a dollar per admission. A third source of revenue is the lease between the City's Port Authority and the riverboat operator. The current lease with the President Casinos specifies a payment of 2% of AGR.

Based on AGR at the President Casino since the move to a more favorable location along with an unrestricted admissions policy, the City projects annual revenues of approximately \$6.6 million per year from these three sources of gaming revenues.

In appropriating these revenues the City has opted for a spending formula that maximizes the impact of these receipts without making ongoing City operations dependent on the success of the gaming industry. By state statute, the 2% of AGR the City receives from the state is set aside for use in providing services necessary for the safety of the public visiting gaming boats. Funds from this source are therefore appropriated primarily for Police Department services on the riverfront and for riverfront street lighting, and for public right-of-way improvements. Revenue from the admission fee is unrestricted as to use and will be used to supplement funds available for capital improvement projects.

## **FY2005 CAPITAL BUDGET**

The capital budget for FY2005 is \$33.23 million. Table III presents a summary of the FY2005 capital budget. Citywide capital projects comprise over 62% of the total capital budget and ward improvement projects are about 23% of the budget. The remainder is divided among major parks, recreation centers, and the Police Department. The one-half cent sales tax for capital improvements is the largest source of capital funding and will provide approximately \$15.70 million in revenue for capital improvements in FY2005. Other major sources of funding include income from the sale of assets, court fees, gasoline tax revenues, and gaming revenues.

The FY2005 capital budget is about 3% lower than the previous year's budget. Debt service charges for the major construction and equipment are above last year due to the new debt service costs for the Civil Courts and Justice Center leases. Roads and Bridges Reconstruction programs have had a minor increase over FY2004. Funding for City Building Improvements has also increased. Funds available for Neighborhood Stabilization projects supported by the sales tax for capital improvements are 15% lower than FY2004.

The major areas of capital improvement spending are summarized in the following table. A more detailed break down of the sources and uses of funds are listed in the exhibits at the end of this section. A complete detail of the five-year Capital Improvements Plan (CIP) can be found in a separate volume.

**TABLE III**  
**FY05 CAPITAL BUDGET**

	FY04 Budget	FY05 Budget
<b>SOURCES</b>		
Capital Improvement Sales Tax	16,975,000	15,700,000
Metro Parks Sales Tax	1,530,000	0
Justice Center Debt Service Fund	0	5,770,000
Unused Lease Debt Appropriation	0	2,600,000
Economic Development Incentive (HUD) Grant - Parks	89,415	0
Environmental Protection Agency (EPA) Grant - Parks	303,600	0
Beginning Balance (Debt Service Reserve Earnings)	80,000	80,000
Gaming Revenues	3,900,000	3,700,000
Gasoline Tax - (County Share)	600,000	600,000
General Fund Transfer - Civil Courts Debt Service	1,500,000	0
General Fund Transfer - Justice Center Lease Payment	6,600,000	0
General Fund Transfer - Caranahan Courthouse Debt Service	500,000	0
Courthouse Restoration Funds	1,700,000	1,500,000
Income from Sale of City Assets	550,000	3,300,000
<b>Total Sources</b>	<b>34,328,015</b>	<b>33,250,000</b>
<b>USES</b>		
Citywide		
Existing Debt	16,420,918	17,097,000
Surface Transportation Program Match (T-21)	1,879,000	2,100,000
Federal Mandates	345,000	50,000
City Building Improvements	475,000	1,508,000
Major Park & Recreation Center Grants	393,015	0
<b>Total Citywide</b>	<b>19,512,933</b>	<b>20,755,000</b>
Engineering, Design and Administration	726,000	618,000
Ward Improvements	8,050,000	7,540,400
Major Park Debt Service & Improvements	4,293,000	2,543,900
Police Department Improvements	1,230,082	1,314,690
Recreation Center Improvements	492,000	452,500
	<b>14,791,082</b>	<b>12,469,490</b>
<b>Total Uses of Funds</b>	<b>34,304,015</b>	<b>33,224,490</b>
<b>Operating Balance</b>	<b>\$24,000</b>	<b>\$25,510</b>

## **Citywide**

Approximately \$20.56 million in citywide capital improvement projects are funded for FY2005. Highlights include:

- \$14.80 million in lease purchase payments for the renovation of the Civil Courts Building and the Carnahan Courthouse and the new the Justice Center and Multimodal facility
- \$1.75 million for local match payments for road and bridge improvement projects under the Federal Surface Transportation Program
- \$2.10 million for the debt service for the rolling stock replacement program
- \$1.51 million for City building projects, equipment and flood protection
- \$50,000 for projects required under Federal mandates

## **Ward Improvements**

In FY2005, \$7.54 million will be appropriated for ward improvements. Each of the 28 wards will receive \$269,300 for capital improvements specific to each ward. Projects typically include improvements in neighborhood parks, residential street resurfacing, repairs to alleys, street lighting enhancement, and dumpster replacement.

## **Major Parks**

The City's six major parks will receive approximately \$2.54 million in FY2005 for capital improvement projects from the half-cent sales tax funds. The distribution of these funds among the parks is based upon the acreage of the park. The FY2005 Capital Budget appropriates the following amounts for each park:

Forest Park	\$1,571,700
Tower Grove Park	\$313,300
Carondelet Park	\$217,900
Fairground Park	\$159,000
O'Fallon Park	\$153,800
Willmore Park	\$128,200

### **Recreation Centers**

\$452,500 is appropriated for capital improvements at recreation centers. The City currently operates 10 recreation centers located throughout the City. Capital improvements planned for FY2005 include upgrades to comply with ADA standards at Tandy Recreation Center and facility upgrades at the Tucker & Park and Buder Centers.

### **Police Department**

The portion of the capital improvement sales tax allocated to the Police Department will be used for debt service on the area command stations. The debt service payment scheduled for FY2005 approximately \$1.31 million. Funds remaining after debt service on the area command stations will be used to augment lease payments on the Downtown Justice Center.

## **Capital Improvements Plan - Impact on Operations**

One of the criteria used in developing the City's Capital Improvements Plan is based on the impact a capital project may have on current and future operating budgets. Knowing to what extent a given project will increase or decrease future operating costs provides the opportunity to plan ahead once the project is approved and funded. For the most part, projects such as road and bridge improvements, building improvements and rolling stock replacement effectively improve the City's infrastructure and reduce the strain on resources dedicated for street, building and vehicle maintenance. Of course with the increase in the number of projects made possible by 1/2-cent sales tax proceeds, more operating funds have been allocated in recent years for design and engineering. For example, the Board of Public Service staff increased to address increased demand of design work and project management. The enhanced lighting program has increased the City's energy costs, whereas the completion of a salt storage facility should reduce run-off and decrease the amount of salt purchased. While the operating budget impact of this kind of capital spending is not project specific, other large capital projects such as the downtown City Justice Center and take over of the Old Federal Courthouse will have a unique and sometimes identifiable impact on the City's general fund budget. The following is a summary of projects from the FY2005 Capital Budget that have or will have known impacts on future operating costs.

## CAPITAL IMPROVEMENTS PLAN - IMPACT ON OPERATIONS SUMMARY

<u>Division</u>	<u>Project</u>	<u>Operating Budget Impact</u>
<u>Corrections &amp; Police</u>	<u>City Justice Center</u>	<p>The debt service on the Justice Center totals approx. \$10.75 million per year. In FY05, available project funds will be used to offset the general fund portion of debt totalling \$6.6M. The remaining portion of this amount will be funded through other capital funds.</p> <p>The City has gained detention capacity with the opening of the new justice center it has also incurred an increase in operating costs, currently about \$8.9M higher than the old jail facility. However the new facility has also benefitted from the rental of beds to the Federal Marshal with revenues estimated at about \$1M annually. State reimbursements from the State have also increased with capacity and are estimated to exceed \$7M in FY05.</p>
<u>City Wide Accounts</u>	<u>Civil Court Building Lease</u>	<p>Of the \$2.6 million in annual debt service required to retire the debt on the FY94 Civil Courts building improvement lease, \$1.5 mil. is from the City's General Fund. Approximately \$1.1 mil. of this amount is from court fees specifically dedicated to the building improvements. In FY05, an available balance in capital funds will be used to offset the City's general fund payment on this debt issue.</p>
<u>BPS</u>	<u>Surface Transportation Program (T-21), Arterial Street &amp; Bridge Repair, Ward &amp; Other Improvements</u>	<p>The Board of Public Service (BPS) provides the engineering, design and project management services for the City's public work projects. While many of these projects may be small in size and have little impact on the operating budget, collectively the need to design and manage a greater number of projects has led to increases in the operating budget for BPS.</p>
<u>Parks/Forestry</u>	<u>Building Demolition</u>	<p>The City incurs a number of costs related to abandoned and derelict buildings. The demolition of these structures does provide some relief in areas such as the Building Division which must continually ensure that the buildings are securely boarded-up. It also costs twice as much to control weed and debris around a vacant building than a vacant lot. Assuming the demolition of about 500 buildings, the City can expect savings of about \$60,000 per year in these areas.</p>



## CAPITAL IMPROVEMENTS PLAN - IMPACT ON OPERATIONS SUMMARY

<u>Division</u>	<u>Project</u>	<u>Operating Budget Impact</u>
<u>Traffic</u>	<u>Street Lighting Enhancement</u>	Approximately 65% of the City's 51,000 street lights will have been enhanced with higher wattage bulbs. This public safety initiative has focused on public gathering areas such as parks, schools, churches and recreation centers. The direct impact on the operating budget from this initiative has been an increase in utility bills due to the increased wattage of the street lights. The estimated annual cost increase for those light enhancements already completed or underway totals about \$450,000. This cost may increase due to utility costs increases. With the replacement cycle getting underway in FY05, the Traffic Division will see an increase in materials spending of approx. \$100,000.

<u>Facilities Management</u>	<u>Carnahan Courthouse</u>	In the spring of 2001, the City acquired the Carnahan Courthouse (Old Federal Courthouse) adjacent to the City's new Justice Center. The Board of Public Service will experience design and management costs associated with repairs and renovations required. The Circuit Courts will experience operational costs for building maintenance of \$800,000 mil and Facilities Management Division will experience utility costs of approximately \$700,000 mil for the additional facility. In FY05, available capital funds will be used to offset the general fund portion of the debt on this facility.
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<b>Department / Division</b>	<b>FY05</b>	<b>FY06</b>	<b>FY07</b>	<b>FY08</b>	<b>FY09</b>
City Wide Accounts (net revenues)	\$0	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Public Safety - ( Corrections )	7,900,000	7,900,000	7,900,000	7,900,000	7,900,000
BPS - President's Office	618,000	637,000	656,000	676,000	696,000
Parks-Forestry Division (site maintenance)	(60,000)	(65,000)	(70,000)	(80,000)	(85,000)
Streets - Traffic & Lighting	550,000	550,000	550,000	550,000	550,000
BPS - Facilities Management and Courts	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
	<u>\$10,508,000</u>	<u>\$12,022,000</u>	<u>\$12,036,000</u>	<u>\$12,046,000</u>	<u>\$12,061,000</u>

**EXHIBIT A**  
**FY05 CAPITAL BUDGET**  
**CITYWIDE ACCOUNT (FUND 1217)**

**SOURCES OF FUNDS:**

Gaming Revenues - Admissions Receipts	3,700,000
Gasoline Tax - (County Share)	600,000
Justice Center Debt Service Fund	5,770,000
Unused Lease Debt Appropriation	2,600,000
Beginning Balance (Debt Service Reserve Earnings)	80,000
Courthouse Restoration Fund - Municipal Courts	300,000
Courthouse Restoration Fund - State Courts	1,200,000
Income from Sale of City Assets	3,300,000

<b>Total Funds Available for Appropriation</b>	<b>\$17,550,000</b>
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**USES OF FUNDS:**

Existing Debt		<b>14,803,490</b>
Civil Courts Lease Payment	2,765,000	
Justice Center Lease Purchase	10,568,490	
Carnahan Courthouse Debt Service	1,100,000	
Multimodal Facility Debt Service	370,000	
 Bridge and Street Match (T-21)		<b>1,350,000</b>
Chouteau Viaduct & Vandeventer Overpass	300,000	
Riverview Blvd. Pedestrian Enhancement	50,000	
Eads Bridge Deck & Approach Replacement	500,000	
Lansdowne Ave. Bridge at River des Peres	500,000	
 City Buildings, Equipment and Projects		<b>1,395,000</b>
Refuse Division Masonary Repairs	125,000	
Municipal Garage Repairs	150,000	
Rolling Stock Purchase	820,000	
Computer Equipment Purchase	300,000	

<b>Total Uses of Funds</b>	<b>17,548,490</b>
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<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>	<b>\$1,510</b>
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**EXHIBIT B**  
**FY05 CAPITAL BUDGET**  
**CITYWIDE ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	3,016,000	
<b>Total Funds Available for Appropriation</b>		<b>\$3,016,000</b>
<b>USES OF FUNDS:</b>		
Federal Mandates		<b>50,000</b>
Underground Storage Tanks	25,000	
Asbestos and Lead Removal	25,000	
City Buildings, Equipment and Projects		<b>113,000</b>
Refuse Division Sewer & Drain Renovations	113,000	
Bridge and Street Match (T-21)		<b>400,000</b>
North & South Broadway Traffic Signal Interconnect	300,000	
Traffic Signal Pre-Emption	100,000	
Rolling Stock Replacement Program / Computer Equipment & Systems		<b>2,100,000</b>
Rolling Stock / Computer Systems Debt Service	2,100,000	
Arterial Street Resurfacing		<b>350,000</b>
<b>Total Uses of Funds</b>		<b>3,013,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$3,000</b>

**EXHIBIT C**  
**FY05 CAPITAL BUDGET**  
**WARD IMPROVEMENTS ACCOUNT (FUND 1220)**

**SOURCES OF FUNDS:**

Capital Improvement Sales Tax	7,540,400
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<b>Total Funds Available for Appropriation</b>	<b>\$7,540,400</b>
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**USES OF FUNDS:**

Residential Street & Alley Resurfacing and Repairs	1,468,390
Neighborhood Park Improvements - Metro Parks Match	426,750
Neighborhood Park Improvements	320,050
Neighborhood Street Lighting Additions & Enhancements	257,300
50/50 Sidewalk Program	1,018,273
Sidewalk Tree Planting	249,000
Refuse Container Replacement	1,001,624
Alley, Sidewalk or Curb Reconstruction	473,534
Other Improvements	808,873
Contingency Fund	1,516,606

<b>Total Uses of Funds</b>	<b>7,540,400</b>
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<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>	<b>\$0</b>
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**EXHIBIT D**  
**FY05 CAPITAL BUDGET**  
**MAJOR PARKS ACCOUNT (FUND 1220)**

**SOURCES OF FUNDS:**

Capital Improvement Sales Tax 2,563,900

Beginning Balance (20,000)

**Total Funds Available for Appropriation 2,543,900**

**USES OF FUNDS:**

**FOREST PARK SUBACCOUNT (FUND 1220)**

Debt Service On Forest Park Bonds 1,350,000

Reconstruct Park Roadways 221,700

**TOWER GROVE PARK SUBACCOUNT (FUND 1220)**

Reconstruct Roads & Trails, Lighting Improvements, & Turf 74,000

Entrance, Tennis Courts & Playground Renovations 110,000

Equipment, Misc. Projects and Facility Renovations 129,300

**CARONDELET PARK SUBACCOUNT (FUND 1220)**

Phase I of new Path System 217,900

**FAIRGROUND PARK SUBACCOUNT (FUND 1220)**

Renovation and Improvements to the Lake 159,000

**O'FALLON PARK SUBACCOUNT (FUND 1220)**

Upgrade Comfort Stations to ADA Requirements 75,000

Replace Picnic Shelter 75,000

Permanent Trash Containers Around the Lake 3,800

**WILLMORE PARK SUBACCOUNT (FUND 1220)**

Exterior Concrete Sidewalks 124,200

Permanent Trash Containers Around the Lake 4,000

**Total Uses of Funds 2,543,900**

**ESTIMATED YEAR END SURPLUS (DEFICIT) \$0**

**EXHIBIT E**  
**FY05 CAPITAL BUDGET**  
**RECREATION CENTER ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	452,500	
<b>Total Funds Available for Appropriation</b>		<b>\$452,500</b>
<b>USES OF FUNDS:</b>		
<b>Buder Recreation Center</b>		
New Interior Doors	14,500	
<b>Tandy Recreation Center</b>		
Upgrade Building to Meet ADA Requirements	103,000	
<b>Tucker &amp; Park Recreation Center</b>		
Upgrade Building to Meet ADA Requirements	110,000	
Replace Windows in 2nd Floor Boxing Area	75,000	
Reconstruct Parking Lot	150,000	
<b>Total Uses of Funds</b>		<b>452,500</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>

**EXHIBIT F**  
**FY05 CAPITAL BUDGET**  
**POLICE DEPARTMENT ACCOUNT (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	1,508,200	
<b>Total Funds Available for Appropriation</b>		<b>\$1,508,200</b>
<b>USES OF FUNDS:</b>		
Debt Service for Police Superstations	1,314,690	
Debt Service for Justice Center	193,510	
<b>Total Uses of Funds</b>		<b>1,508,200</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>

**EXHIBIT G**  
**FY05 CAPITAL BUDGET**  
**ENGINEERING, DESIGN AND ADMINISTRATION (FUND 1220)**

<b>SOURCES OF FUNDS:</b>		
Capital Improvement Sales Tax	618,000	
<b>Total Funds Available for Appropriation</b>		<b>618,000</b>
<b>USES OF FUNDS:</b>		
Engineering, Design and Administration	618,000	
<b>Total Uses of Funds</b>		<b>618,000</b>
<b>ESTIMATED YEAR END SURPLUS (DEFICIT)</b>		<b>\$0</b>





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## **BUDGET PROCESS**

### **Budget As Operating Plan**

The budget for the City is an Annual Operating Plan serving as the guidebook for the fiscal year. It sets policy, identifies new initiatives and allocates the resources necessary to maintain City services and meet the objectives of the fiscal year. The fiscal year for the City of St. Louis runs from July 1 to June 30. In accordance with state law, the budget must be balanced when adopted.

### **Budget Basis**

The General Fund and most special fund budgets are formulated on a modified accrual basis. Encumbrances, including outstanding purchase orders, are budgeted as expenses but revenues are recognized only when they are actually received. Enterprise fund appropriations including the Airport and Water Divisions are budgeted on a cash basis. Both expenditures and revenues are recognized when actually paid or received. The City's Comprehensive Annual Financial Report (CAFR) accounts for the City's finances according to generally accepted accounting principles (GAAP). This method differs from the budget basis primarily in that revenues are recognized when they are measurable and available as opposed to actually received and expenditures are recognized when the obligation is incurred rather than paid or encumbered. For this reason, the CAFR also contains financial statements expressed on a "budget" basis so that end-of-year results can be compared with the budget.

### **The Budget Process**

- The budget process begins in the Fall when the Budget Division issues a request for departmental revenue estimates. The information submitted by the departments will be incorporated into the Budget Division's initial revenue estimate for the coming fiscal year.
- At the same time the department heads are asked to identify any new initiatives or programs so that they may be included in the budget planning process.



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- In January, having arrived at a preliminary revenue estimate for the coming fiscal year and incorporating any new initiatives or areas that will experience an increase in costs, the Budget Division issues budget allocations to departments.
  - Departments respond by submitting their budget requests and service level information to the Budget Division.
  - In February, the Budget Division holds budget meetings with the departments and the administration to discuss budget requests and, where necessary, reconcile discrepancies between allocations and requests.
  - Revenue estimates are continually updated throughout this period. In March, departmental budget proposals are adjusted to reflect the latest revenue projections.
  - In April, the Budget Division prepares the budget document and submits its proposed budget to the Board of Estimate and Apportionment, (E&A) comprised of the Mayor, the Comptroller and the President of the Board of Aldermen. The Board of E&A reviews the proposed budget, holds hearings with departments and conducts a public hearing at which citizens may voice their concerns. Following the hearings, the Board of E&A may recommend changes to the proposed budget.

### **Next Steps - Charter Requirements**

- The Board of E&A must submit its proposed budget to the Board of Aldermen not less than 60 days prior to the beginning of the fiscal year, or May 1.
- During May and June, the Ways and Means Committee of the Board of Aldermen conducts public hearings on each segment of the proposed budget prior to taking any action. The proposed budget is reviewed and then considered by the Board of Aldermen.



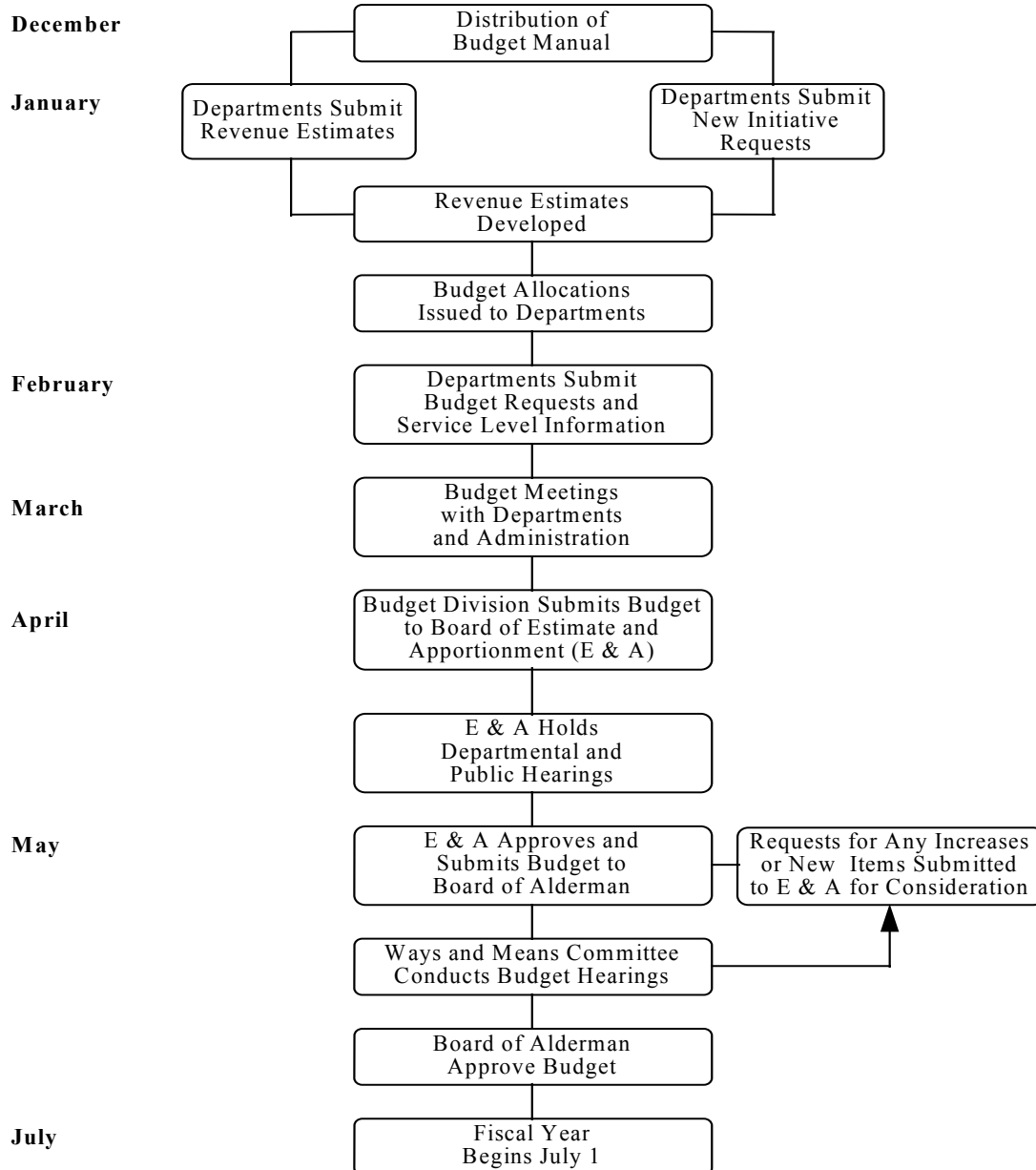
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- The Board of Aldermen may reduce the amount of any item in a budget bill, except amounts fixed by statute or ordinance obligations. The Board of Aldermen may not increase any appropriation amount nor insert new items unless specifically approved by the Board of E&A. (As a general rule, should increases for particular items be desired, the Ways and Means committee will submit a list of items for the Board of E&A to consider, with which it may or may not agree.)
  - If the Board of E&A does not submit its proposed budget to the Board of Aldermen by May 1, the Budget Director would be required to submit a budget directly to the Board of Aldermen.
  - If the Board of Aldermen does not approve a budget by the beginning of the fiscal year, the proposed budget by the Board of E&A or, in its absence, the submission by the Budget Director, shall be deemed to have been approved by the Board of Aldermen.

### **Budget / Operating Plan Administration**

- As needs arise during the fiscal year, limited transfers within or among departments or funds may occur with approval of the Board of Estimate and Apportionment. Any accruing or unappropriated City revenue may be appropriated by ordinance recommended by the Board of E&A and passed by the Board of Aldermen.



## BUDGET PROCESS



## ***FINANCIAL AND BUDGETARY POLICIES***

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The budget document for the City is an Annual Operating Plan serving as the guidebook for the fiscal year. It sets policy, identifies new initiatives and allocates the resources necessary to maintain City services and meet the objectives of the fiscal year.

A summary of the new initiatives and how the budget allocates this year's resources is described in the Executive Summary section of the budget document. Financial and budgetary policies are outlined below.

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### **BUDGET PREPARATION AND ADMINISTRATION**

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- 1) Annual budgets will be developed for the general and all required special funds by the Budget Division for review by the Board of Estimate and Apportionment
- 2) A five-year expense and revenue projection will be developed for the general fund and the capital improvements fund to match revenue capacity with expenditure needs as a planning and decision making tool.
- 3) Appropriations will be based on reasonable estimates of revenue
- 4) Revenue and expenditures will be accounted for on a cash basis for budgetary purposes
- 5) The City will prepare a Comprehensive Annual Financial Report which it believes will meet all of the guidelines necessary to receive the Certificate of Achievement for Excellence in

Financial Reporting from the Government Finance Officers Association

- 6) Annual budget appropriations will be made in a timely manner. In accordance with the City Charter, the Board of Estimate and Apportionment shall submit a balanced budget proposal to the Board of Aldermen at least sixty days before the beginning of the new fiscal year.

### **GENERAL FUND BUDGET**

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- 1) Revenue estimates will be developed for the ensuing fiscal year by the Budget Division, with independent review and commentary provided by the staff of the City Comptroller.
- 2) A revenue manual will be developed and updated annually with information concerning the assumptions underlying the projections.

## ***FINANCIAL AND BUDGETARY POLICIES***

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### **GENERAL FUND BUDGET (cont.)**

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- 3) The City will maintain the unreserved portion of the General Fund Balance at a minimum of 5% of the total General Fund Budget.
- 4) The general fund budget for on-going operations will be developed to match recurring revenues.
- 5) Revenues will be monitored monthly with official review and updates provided to the Board of Estimate and Apportionment on a quarterly basis.
- 6) Apparent shortfalls will be analyzed for their impact on future years.
- 7) Expenditures will be monitored monthly and apparent overspending will be handled on a departmental basis.
- 8) Known cyclical costs such as the 27th pay which occurs every eleven years will be funded at an appropriate amount in each budget.
- 9) Appropriations will be made annually to cover the expenses of the self-insurance fund.
- 10) Each request for a new program must be accompanied by an analysis that shows the long-term impact of the program on existing revenue sources and on existing programs.

### **CAPITAL IMPROVEMENTS**

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- 1) The City shall prepare a five-year Capital Improvements Plan and a Capital Budget annually in accordance with its Policy and Procedures Manual.
- 2) The five-year Capital Improvement Plan shall identify sources of funding.
- 3) For major capital projects, an analysis should accompany the proposed projects with information on expected annual operating costs, projected revenue benefits (if any) and any other indirect costs or benefits to the City.
- 4) The City shall fund capital projects with resources made available to the Capital Fund including but not limited to the proceeds from the 1/2 cent sales tax.

### **CITY DEBT**

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- 1) Bonding should be used to finance or refinance only those long-term assets or projects that benefit a significant portion of citizens in St. Louis and for which repayment sources have been identified.
- 2) The scheduled maturity of bond issues shall not exceed the expected useful life of the capital project or asset financed.
- 3) For property tax supported bonds, the Comptroller will strive for a debt service reserve in an amount not less than the succeeding year's principal and interest requirements. Reserve requirements for other bond issues will be set forth in respective bond covenants.

## ***FINANCIAL AND BUDGETARY POLICIES***

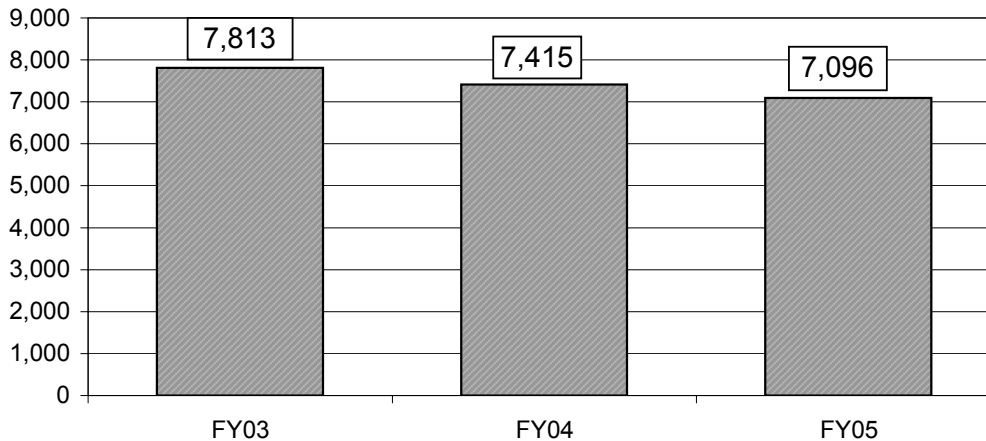
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- 4) All long term debt shall be structured with prepayment options, except when alternative structures are more advantageous to the City. The City will consider prepayments when available resources are identified.
- 5) Bond refunding shall be considered if one or more of following conditions exist:
  - 1) present value savings of 3% of par value of the refunding bonds
  - 2) bond covenants restrictive or outdated
  - 3) restructuring debt is deemed desirable
- 6) Bond insurance shall be considered when present value of debt service savings is equal to or greater than the insurance premium.
- 7) The City will take all steps necessary to maintain its credit rating on outstanding debt and comply with bond covenants.
- 8) The Comptroller will select underwriters and bond counsel from a pre-qualified list to be revised at least every two years.

# PERSONNEL SUMMARY

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## PERSONNEL TOTALS FY03 - FY05



### Personnel Trends FY03 - FY05

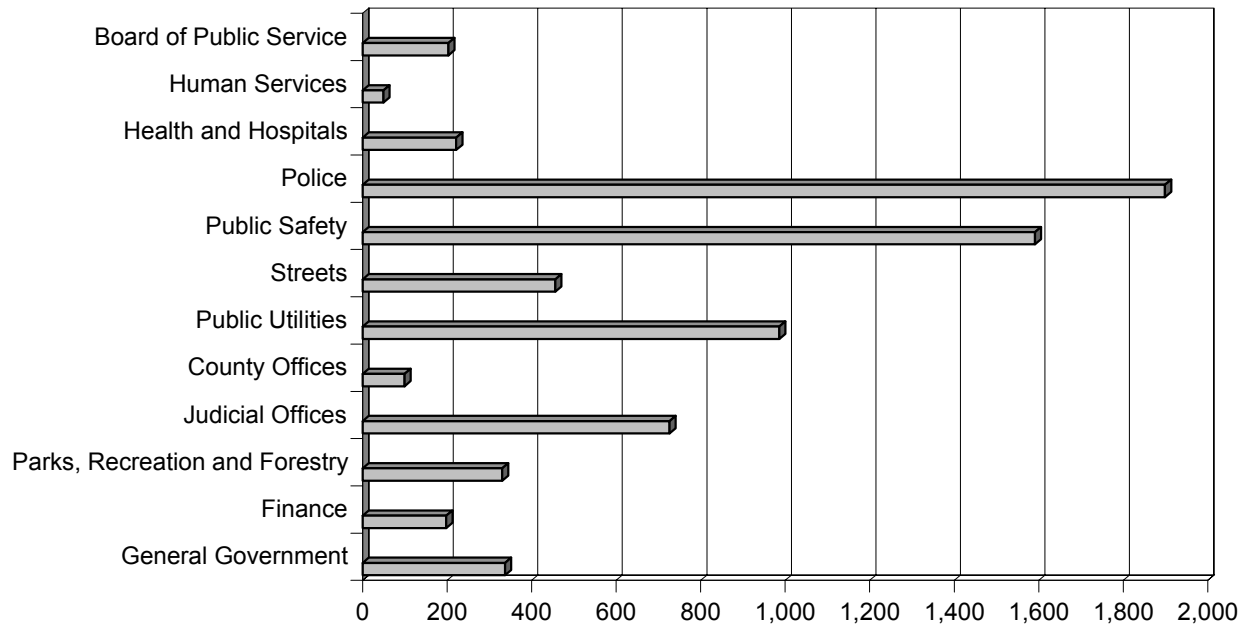
FY05 will continue a recent pattern of position reductions with the number of budgeted positions for all funds decreasing by 319 positions from FY04's total. Of this number, 271 positions are from the General Fund. The Department of Corrections with over a year of operating experience with the new Justice Center will be reduced by 50 positions. The Police Department will decline by 153 positions of which about 30 are in civilian roles. Uniformed officer positions will be reduced through attrition. The Board of Public Service is reorganizing its internal structure and oversight of facilities management and is consolidating some vehicle maintenance work with the Police Department. Net reductions in BPS total 41 positions. The Department of Health and Hospitals will be coordinating a certain amount of its existing services with federally funded neighborhood clinics. This will allow for the reduction of 30 positions in that department. Administrative and finance offices have been cut by a total of 21 positions. Other reductions are scattered throughout remaining departments.

In the enterprise funds, Lambert International Airport reduced over 100 positions during FY04. While no major reductions are set for FY05, a net total reduction 11 positions have occurred primarily in o departments in supportive Airport functions. The Water Division will also decline by an additional 5 positi Grant funded positions will be reduced in part due to expiring hiring grants in the Police Department.



# PERSONNEL SUMMARY

## FY05 PERSONNEL TOTALS BY DEPARTMENT

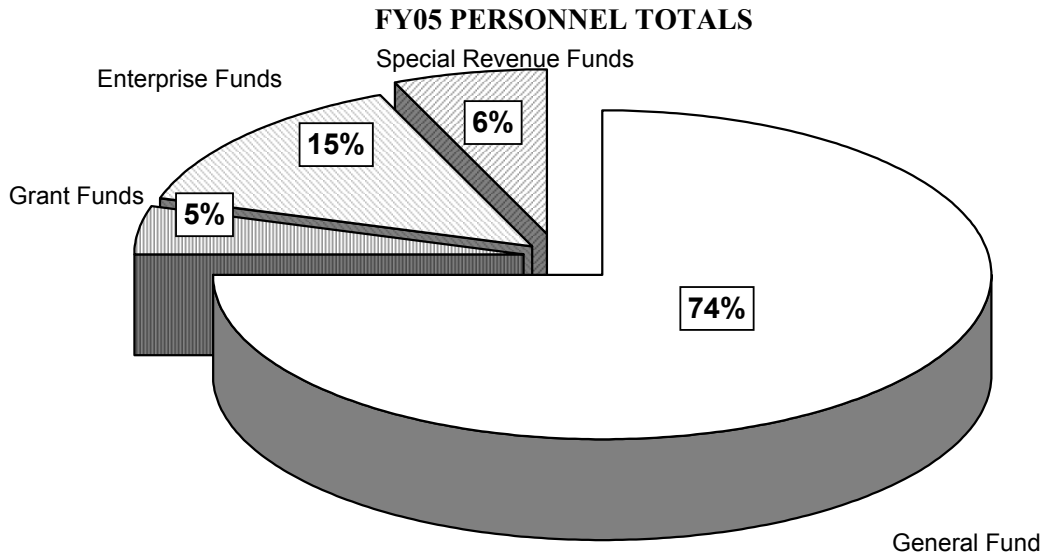


### Authorized Full-Time Personnel Totals - By Department All Funds

Department	FY03	FY04	FY05
General Government	379.00	354.00	337.00
Finance	214.00	202.00	198.00
Parks, Recreation and Forestry	334.00	336.00	330.00
Judicial Offices	733.00	731.00	726.00
County Offices	101.00	98.00	99.00
Public Utilities	1,190.00	994.00	986.00
Streets	472.00	466.00	456.00
Public Safety	1,673.00	1,641.00	1,591.00
Police	2,075.00	2,051.00	1,899.00
Health and Hospitals	318.75	251.02	221.50
Human Services	40.00	47.00	49.00
Board of Public Service	283.00	244.00	203.00
<b>Totals</b>	<b>7,812.75</b>	<b>7,415.02</b>	<b>7,095.50</b>

# PERSONNEL SUMMARY

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## Authorized Full-Time Personnel Totals - By Fund

Fund	FY03	FY04	FY05
<b>General Fund</b>	5,794.74	5,586.46	5,315.09
<b>Special Revenue Funds</b>			
Local Use Tax Funds	151.73	174.00	205.50
Assessment Fund	75.00	68.00	72.00
Communications Fund	19.00	20.00	19.00
Lateral Sewer Fund	12.62	16.51	16.51
1116-9 Special Funds	81.50	102.50	89.50
Surface Transportation Projects Fund	5.00	3.00	2.00
Street Improvements Fund	32.00	38.00	39.00
Tax Increment Financing Fund	1.00	2.39	1.90
Mail Center - Special Fund	7.00	7.00	7.25
Employees Health and Hospital Fund	8.15	8.15	8.15
<b>Grant Funds</b>			
SLATE	37.00	39.00	39.00
Community Development Block Grant	112.44	115.43	111.11
Other Grant Funds	289.26	243.20	194.11
<b>Enterprise Funds</b>			
Water Division	392.00	390.00	385.00
Airport	794.31	601.38	590.38
<b>Totals</b>	<b>7,812.75</b>	<b>7,415.02</b>	<b>7,095.50</b>

# CITY DEBT

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## General

The City of St. Louis is authorized to issue general obligation bonds payable from unlimited and ad valorem taxes to finance capital improvements upon a two-thirds majority vote of the qualified voters voting on the specific proposition. The Missouri Constitution provides that the amount of bonds payable out of tax receipts (which includes bonds payable from special assessments) shall not exceed 10% of the total assessed valuation of the taxable property of the City. The Constitution permits the City to become indebted for an additional 10% of the value of the taxable tangible property for the purpose of acquiring a right-of-way, constructing, extending and improving a sanitary or storm sewer system.

The City is also authorized to issue revenue bonds to finance capital improvements to its water system, sewer system and airport facilities. These types of revenue bonds require a two-thirds vote of the qualified electorate voting on the specific proposition. All revenue bonds issued by the City are payable solely out of the revenue derived from the operation of the facility that is financed from the proceeds of such bonds. Revenue bonds do not pledge the full faith and credit of the City in servicing the bonded indebtedness and such bonds are not considered in determining the legal debt margins resulting from the limitations described above.

The City is also authorized by statute to issue "Tax Increment Financing" obligations pertaining to development projects. In July, 1991, the City issued \$15,000,000 of Tax Increment Revenue Bonds for the St. Louis Marketplace project. Such obligations are secured by increments of revenues attributable to property and other taxes generated by improvements to the project area, and may also be secured by annual appropriations from the City's General Fund. As part of the St. Louis Marketplace financing, the City covenanted to request annual appropriations from the General Fund beginning in fiscal year 1993 to cover any shortfalls in the payments of debt service on these bonds until such time as the aforementioned incremental revenues are at least equal to 150% of the annual debt service payments on said bonds for five consecutive years. According to the Comptroller's office, the City has not covered any shortfalls to date; however there can be no assurances that they will not be called upon to do so in the future.

(Excerpts from official statement for Leasehold Revenue Refunding Bonds, Series 2003 (Convention Center Project))

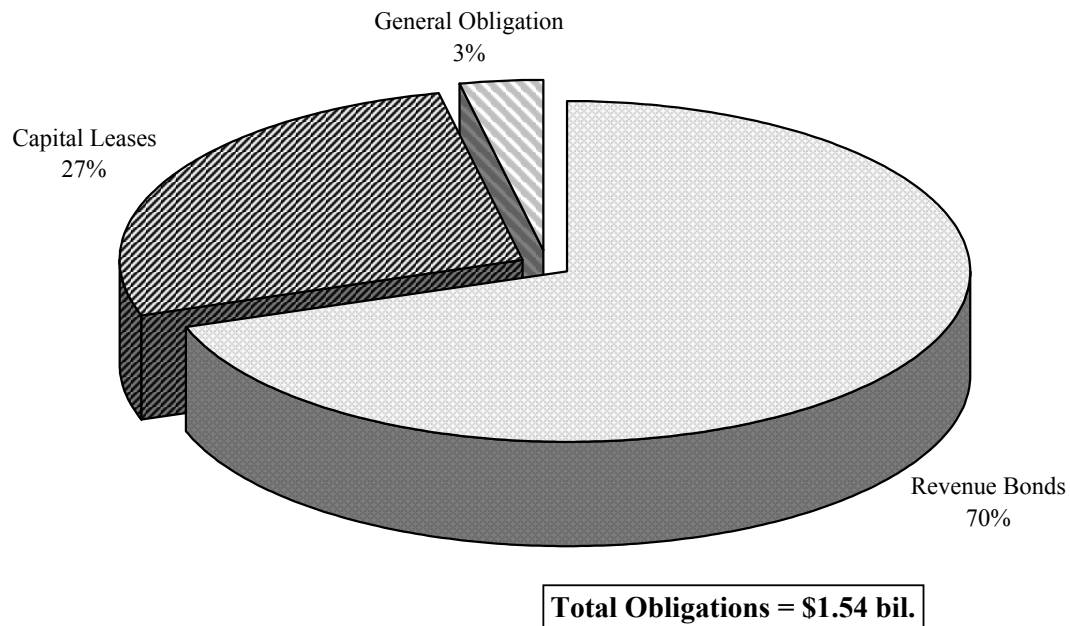
# CITY DEBT

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## Outstanding Debt and Lease Obligations

In addition to those financing mechanisms already discussed, the City uses capital leases as a means of financing major development and construction projects. The City's total outstanding debt and lease obligations at the end of February, 2003 amount to about \$1.5 billion. As illustrated below, over two thirds of this amount is in the form of revenue bonds issued primarily by the Airport and to a lesser extent the Water and Parking Divisions.

TOTAL CITY DEBT AND LEASE OBLIGATIONS



Outstanding obligations as of 3/31/04 per Office of the Comptroller

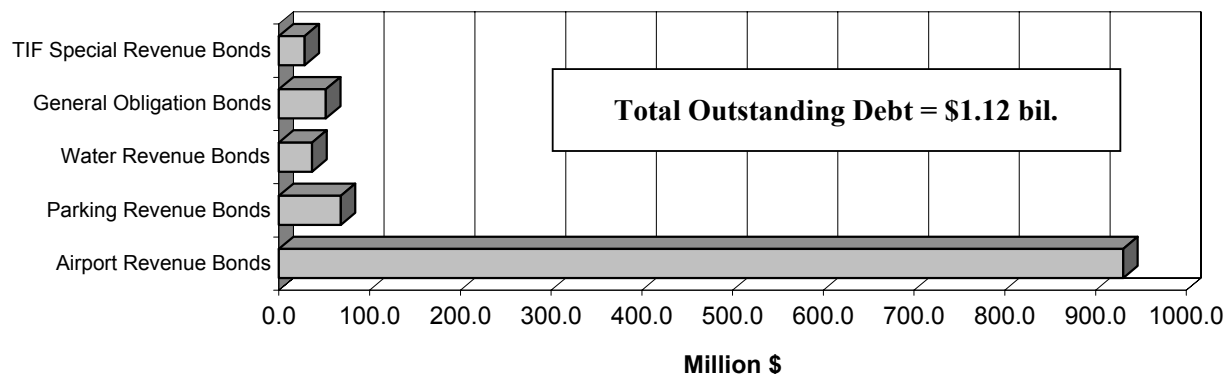
# CITY DEBT

## General Obligation and Revenue Bonds

Payments on general obligation debt are made from ad valorem property tax and license receipts. In 1999, the City issued \$65 million in general obligation bonds. With the bond proceeds, the City's Fire Department is replacing its existing fire fighting fleet and conducting renovations to its firehouses. The St. Louis Police Department has received funds to upgrade its crime lab and make improvements to its headquarters building on Clark Street. The bonds have also provided \$11 million for the demolition of abandoned and derelict buildings throughout the City. Another debt instrument known as revenue bonds are limited obligations of the City payable solely from the revenues of the department or facility financed by the bonds. By far the largest component of debt in this or any other debt category are the revenue bonds related to the Airport expansion project.

<b>Bond Type</b>	<b>Amount Outstanding as of March 31, 2004</b>
General Obligation Bonds	\$51,719,742
Water Revenue Bonds	36,685,000
Parking Revenue Bonds	68,147,000
Airport Revenue Bonds	930,510,000
Tax Increment Special Revenue Bonds	28,276,000
<b>Total</b>	<b>\$1,115,337,742</b>

## OUTSTANDING DEBT



# CITY DEBT

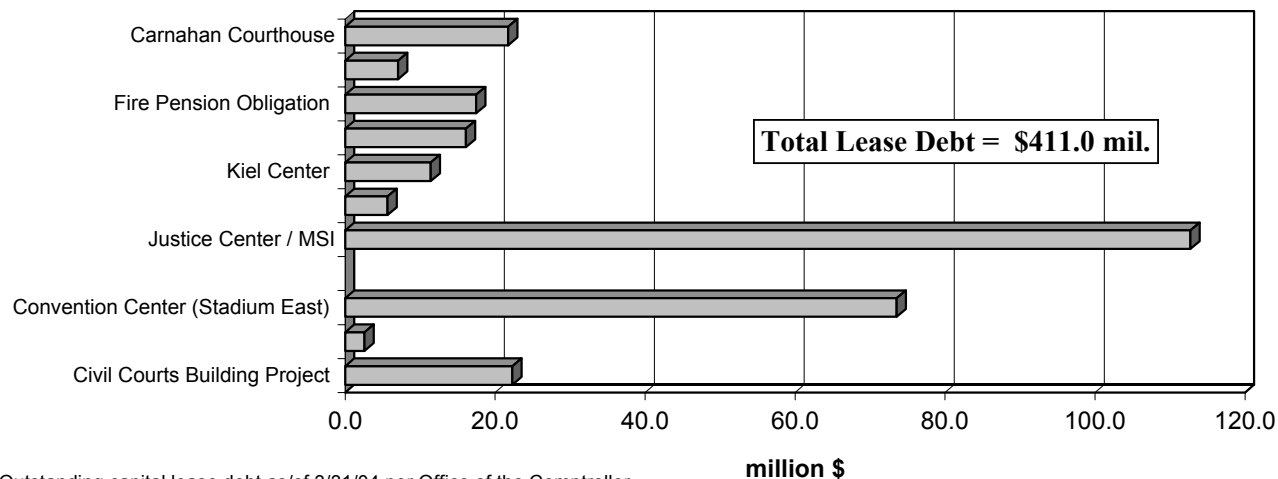
## Capital Leases

The City has outstanding a number of lease-purchase agreements which can be characterized as capital leases. In capital lease financing, a non-profit authority issues debt to fund a project. This debt is secured by lease payments to the authority by a municipality leasing the project or equipment that is being financed. A list of the City's major existing agreements is presented below.

<b>Description</b>	<b>Amount Outstanding March 31, 2004</b>	<b>Remaining Term In Years</b>	<b>Issue Date</b>
Civil Courts Building Project	\$22,315,000	9	Jun-94
Convention Center (East) <sup>1</sup>	73,542,000	18	Feb-97
Convention Center - 1993A	2,567,205	10	Jun-93
Convention Cntr Leasehold Refunding - 2003	118,575,000	10	Jun-93
Kiel Center Refunding- A	6,495,000	17	Aug-97
Kiel Center Refunding -B	4,925,000	13	Aug-97
Police Area Command Stations	5,645,000	4	Jun-94
Justice Center - 1996A	8,990,000	4	Aug-96
Justice Center - 1996B	22,290,000	9	Aug-96
Forest Park - 1997	16,120,000	18	Mar-97
Fire Pension Obligation Bonds	17,470,000	5	Apr-98
Justice Center - 2000	19,245,000	16	Feb-00
Justice Center - 2001	62,205,000	16	Sep-01
Carnahan Courthouse	21,750,000	23	Apr-02
Rolling Stock	7,057,021	14	Mar-00
MDNR Energy Efficiency Program	1,845,307	5	Jul-01
<b>Total</b>	<b>\$411,036,533</b>		

<sup>1</sup> Pertains to the lease financing by the City, County and State of Missouri of an east expansion of the Convention Convention Center. Includes \$1M per year in asset preservation funds to the Regional Convention and Sports Authority through the term of the bonds.

## CAPITAL LEASE DEBT



# CITY DEBT

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## Capital Leases (cont.)

While General Obligation debt is funded through property tax revenues and revenue debt is paid through the revenues of the project being financed, capital lease debt does not specifically have a dedicated revenue source for making lease payments. These payments are generally obligations of the City's General Fund. In as much as possible, the City has sought to lessen this burden on the general fund by pursuing new sources of revenue that may directly or indirectly be linked to the particular project being financed. The southern expansion of the convention center for instance, was accompanied by the successful propositions of a 1/2 cent restaurant tax and a hotel sales tax, with the idea that these two industries are the most likely beneficiaries of increased convention activity. The civil courts building improvement financing was followed by the imposition of a fee on court cases to help offset the cost of debt service. Likewise, the debt service on the new justice center is being funded in part by reimbursements the City receives from the state for holding prisoners charged with state criminal violations. Police Department and Forest Park improvement leases are funded utilizing 1/2 cent sales tax proceeds that are dedicated to those departments.

In FY05, the City will see an increase in Convention Center debt payments of \$8.5M following a one-time savings produced from a refinancing of the Convention Center debt for FY04. The City Traffic Division has also scheduled payments of \$374,000 to the Missouri Department of Natural Resources for repayment of a loan to replace traffic signal lights with energy efficient LED's. Utility costs saved through this project are used as the source for repayment of the loan. Of the approximate \$42.8 million in scheduled lease debt payments in FY05, about \$23.4 million or 55% of the debt service amount can be linked to direct sources of revenue to the general and capital funds. This does not include those revenues attributable to the net fiscal benefit created by the operation of a project such as the convention center / stadium facility.

<b>Schedule of Lease Debt Payments - FY05</b>	
Cervantes Convention Center - 1993 (refinanced)	\$12,477,000
Civil Courts Lease - 1994	2,771,000
Convention Center East / Stadium - 1997 *	6,000,000
Fire Pension Obligation Bonds - 1998	3,117,000
Forest Park Lease - 1997	1,385,000
Justice Center Lease - 1996	5,837,000
Justice Center Lease - 2000	1,868,000
Justice Center Lease - 2001	3,056,000
Kiel Center - 1997	990,000
Police Area Command Stations - 1994	1,320,000
Rolling Stock Lease - 2000	2,488,000
Carnahan Courthouse -2002	1,144,000
MDNR Loan - 2001	374,000
<b>Total</b>	<b>\$42,827,000</b>

\* includes asset preservation payment

# CITY DEBT

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## Tax Increment Financing Projects

Tax Increment Financing (TIF) is a funding mechanism used to support financing of development projects. In a TIF financing, bonds are issued to finance infrastructure and other improvements related to a development project. A portion of the incremental tax revenues resulting from the development are then dedicated to service the debt. In most instances, the debt remains an obligation of the developer and debt service is dependent solely on the incremental taxes to be generated by the project. The City's first TIF project known as St. Louis Marketplace is unique in that City general revenue is to be made available should there be any shortfall in project revenue. So while the outstanding debt table listed earlier includes all outstanding TIF debt, only the Marketplace debt remains a potential obligation of the City. A listing of existing and pending TIF projects is listed below:

<u>TIF Project</u>	<u>Estimated TIF Cost</u>	<u>TIF Area Approved</u>
St. Louis Marketplace (Scullin)	\$15,000,000	07/20/90
Cupples	52,200,000	03/08/91
4548 West Pine	300,000	12/22/97
Argyle	3,000,000	12/11/98
Chouteau / Compton	3,600,000	12/17/98
Center for Emerging Technology	978,000	09/24/99
Edison Brothers	5,300,000	01/29/00
Robert E. Lee	600,000	01/29/00
100 North Condominium LLC	400,000	02/09/00
Convention Center Hotel	50,000,000	04/17/00
3800 Park	390,000	08/01/01
Gravois Plaza	4,049,000	11/30/01
4100 Forest Park	7,000,000	12/20/01
Lafayette Square	2,040,250	12/26/01
Tech Electronics	900,000	02/21/02
MLK Development	2,250,000	03/18/02
4200 Laclede	925,400	06/20/02
Post Office Square	6,655,220	07/23/02
1505 Missouri	621,100	08/05/02
Grand Center	80,000,000	02/02/02
1141-1151 S. Seventh St.	1,136,800	12/10/02
Paul Brown / Arcade	3,264,200	12/10/02
1100 Locust - Louderman Building	2,444,400	12/21/02
920 Olive / 1000 Locust	2,667,732	12/21/02
Walter Knoll Florist	1,036,000	12/21/02
Grace Loft	1,550,000	02/25/03
1312 Washington Ave.	500,000	04/25/03



# CITY DEBT

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<u>TIF Project</u>	<u>Estimated TIF Cost</u>	<u>TIF Area Approved</u>
Terra Cotta Annex / Parking	\$3,500,000	04/25/03
1601 Washington	3,000,000	07/23/03
2500 South 18th Street	550,000	07/23/03
City Hospital Complex	5,000,000	07/23/03
Fashion Square Lofts	3,700,000	07/23/03
Pinter's Lofts	3,880,000	07/24/03
Soulard Market Apartments	4,800,000	07/23/03
Southtown Centre	7,500,000	07/23/03
1619 Washington	1,583,379	03/10/04
The Security Building	3,000,000	03/10/04
Highland at Forest Park	2,400,000	03/21/04
Catalin Townhomes	415,000	03/30/04
Shenandoah Place	231,540	03/30/04

Source: Office of the Comptroller

# CITY DEBT

## Legal Debt Margin

as of March 31, 2004

	City Purposes Basic Limit	Streets and Sewers Additional Limit
2003 Assessed Value	\$3,363,735,508	\$3,363,735,508
Debt Limit - 10% of Assessed Value	336,373,550	336,373,550
Less: General Obligation Bonds	<u>51,719,742</u>	<u>0</u>
	<u><u>\$284,653,808</u></u>	<u><u>\$336,373,550</u></u>

Source: Office of the Comptroller, City of St. Louis

## Principal and Interest Requirements on Direct Debt

Fiscal Year	General Obligation Bonds		
	Principal	Interest	Total
2004-2005	3,100,000	2,540,000	5,640,000
2005-2006	3,245,000	2,400,000	5,645,000
2006-2007	3,400,000	2,253,000	5,653,000
2008-2012	13,645,000	12,250,000	25,895,000
2013-2017	19,185,000	5,369,000	24,554,000
2018-2019	<u>9,145,000</u>	<u>709,000</u>	<u>9,854,000</u>
	<u><u>\$51,720,000</u></u>	<u><u>\$25,521,000</u></u>	<u><u>\$77,241,000</u></u>

Source: Office of the Comptroller, City of St. Louis

# CITY DEBT

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## Debt Ratios

as of March 31, 2004

	<u>Net Debt Per Capita</u>
Direct Debt (incl. Lease debt)	\$1,427
Overall Debt	\$2,033

Source: City of St. Louis Budget Division: based on 2000 U.S. census population of 348,189

The \$51.7 million in outstanding Public Safety General Obligation bonds is the sole outstanding issue of general obligation debt and the City well remains well under the 10% cap established by the Missouri Constitution. Overall net debt for the City remains moderate at about \$2,033 per capita. The City's ability to manage its finances and maintain positive fund balances are key to the City's debt issuance policy. On June 1, 1999, Moody's Investors Service assigned an underlying rating of A3 to the City's pending General Obligation Debt. This was an upgrade from the prior rating of Baa1. On June 2, 1999, Fitch Investor Services also raised its rating to A- from a previous rating of BBB+. Along with a reaffirmed rating of A- from Standard and Poor's Corporation following rating increases in recent years, the City's general obligation bond rating among the major rating agencies remains the strongest it has been in over twenty years.

# CITY OF ST. LOUIS PROFILE

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The City of St. Louis is located on the Mississippi River, the eastern boundary of the State of Missouri, just below its confluence with the Missouri River. The City occupies approximately 61.4 square miles of land and its area has remained constant since 1876. The City, a constitutional charter city not part of any county, is organized and exists under and pursuant to its Charter and the Constitution and the laws of the State of Missouri.

The City is popularly known as the "Gateway to the West," due to its central location and historic role in the nation's westward expansion. Commemorating this role is the 630-foot stainless steel Gateway Arch, the world's tallest man-made monument, which is the focal point of the 86-acre Jefferson National Expansion Memorial on the downtown riverfront.











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## City of St. Louis

Date of Incorporation	1823
City Charter Adopted	1914
Form of Government	Mayor/Council
Population (2000)	348,189

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## City Government By The Numbers

Wards	28		Parks	105	
Precincts	360		Park Acreage	3,000	
Registered Voters	194,092		Recreation Centers	9	
Authorized No. Fire Fighters	631		Golf Courses	3	
Fire Stations	30		Streets (miles)	11,100	
Auth. No. Police Officers	1,502		Alleys (miles)	400	
Auth. No. Civ. Police Emp.	549		Intersections w/ Signals	630	
Police Area Command Bldgs.	3		Street Lights	51,500	
Airport - Major Airlines	8		Alley Lights	16,000	
Airport - Commuter Airlines	12		Easement Lights	2,100	
Airport - Air Cargo Carriers	9		Water Treatment Plants	2	
Airport - Enplanements (mil.)	11.8		Mil. Gal. capacity per day	340	
Aircraft Air Cargo (mil. lbs.)	279.8		Mil. Gal. storage capacity	128	
			Mil. Gal. daily demand	140	

Sources: Comptroller's Annual Report, City Departments

# CITY OF ST. LOUIS PROFILE

## City Economic Data



Personal Income 2001: <sup>1</sup> \$27,984

Labor Force - April 2004 <sup>2</sup> 159,586  
 No. Employed - April 2004 145,900  
 % Unemployed - April 2004 8.6%

Source:

<sup>1</sup> U.S. Bureau of Economic Analysis

<sup>2</sup> U.S. Bureau of Labor Statistics

## City Building and Construction (Activity in mil. \$)



	Housing Value		Com./Ind.
	<u>New</u>	<u>Rehab</u>	<u>Dev.</u>
1999	\$31.24	\$19.55	\$205.60
2000	\$33.59	\$49.85	\$431.88
2001	\$24.63	\$42.01	\$366.74
2002	\$41.59	\$103.58	\$335.57
2003	\$112.02	\$113.17	\$263.96

Source: Building Division, City of St. Louis

## Top 15 Employers - 2000 (excluding City of St. Louis)



<u>Company</u>	<u>Employees</u>
BJC Health Systems	15,772
Washington University	11,363
St. Louis Board of Ed.	8,668
St. Louis University	8,551
U. S. Postal Service	8,313
State of Missouri	7,143
Southwestern Bell	6,911
Anheuser Busch	6,322
A. G. Edwards	6,025
May Dept. Stores	5,805
Tenet Healthsystems	5,189
Schnucks	4,282
Bank of America	4,137
Natl. Finance Center	3,314
SSM Health Care	2,679

Source: City of St. Louis Col. of Revenue



## City Employment By Industry Group - 4th Quarter, 2002

<u>Job Sector</u>	<u>Emp.</u>	<u>% of Total</u>	<u>Job Sector</u>	<u>Emp.</u>	<u>% of Total</u>
Services	80,695	33.9%	Transport., Comm. & Public Utility	19,636	8.3%
Manufacturing	31,423	13.2%	Wholesale Trade	12,606	5.3%
Government	40,602	17.1%	Construction	8,075	3.4%
Retail Trade	25,616	10.8%	Other	710	0.3%
Finance	18,490	7.8%	Total All Groups	237,853	100.0%

Source: Missouri Dept. of Labor and Industrial Relations

# CITY OF ST. LOUIS PROFILE

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## America's Center - Convention Center

Contiguous Exhibit Space - sq. ft.	502,000
Flexible Meeting Rooms	84
3-Level Lecture Hall - Seats	1,411
Grand Ball Room - sq. ft.	28,000
Downtown Hotel Rooms (approx.)	7,600



Source: *America's Center*

## Largest Tourist Attractions

Jefferson National Expansion Memorial (Arch)

2002  
Attendance

3,598,125



St. Louis Baseball Cardinals (MLB)

3,011,756



St. Louis Zoo

2,922,130



President Casino on the Admiral

1,655,707

St. Louis Science Center

1,446,919

Missouri Botanical Garden

891,959



St. Louis Blues Hockey (NHL) (2001)

800,319

St. Louis Rams Football (NFL)

660,000



Cathedral Basilica of St. Louis (New Cathedral)

650,000

The Fox Theatre

620,000



St. Louis Art Museum

479,813



The Municipal Opera (Muny)

390,282



St. Louis Symphony Orchestra

353,541



Source: *St. Louis Business Journal*



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## GLOSSARY

### **Affordable Housing Trust Fund**

Fund created in 2001 from a portion of receipts of the local use tax. Funds are dedicated to providing for the development and preservation of affordable and accessible housing in the City. Loan and grant programs are administered by the Affordable Housing Commission. In November 2002, City voters replaced the existing local use tax with a new local use tax. Under a new allocation formula, a total of \$5.0 mil. per year is to be allocated to the Affordable Housing Trust Fund beginning in FY04.

### **Airport, City of St. Louis**

An enterprise fund used to account for the revenues and expenses of Lambert-St. Louis International Airport. The Airport is owned by the City of St. Louis and operated by an Airport Commission. The use of Airport revenues, derived primarily from airline payments for use of the facilities, parking fees and interest earnings, are limited to purposes of the Airport.

### **Aldermen, Board of**

28 elected individuals representing the 28 wards of the City and a President elected citywide who make up the City's legislative body.

### **Appropriation**

A legal authorization to make expenditures and incur obligations for specific purposes.

### **Assessment**

The valuation of property for the purpose of taxation.

### **Assessment Fund**

Fund which supports the operations of the Assessor's office.

### **Balanced Budget**

A budget in which resources available for appropriation equal or exceed planned expenditures.

### **Battered Persons Shelter Fund**

Established by ordinance in 1992, the Battered Persons Shelter fund is used solely for providing operating expenses for shelters for battered persons. The fund is supported by a \$1.00 fee imposed on municipal ordinance violations cases filed in municipal court.



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### **Budget**

A financial plan based on anticipated revenues and expenditures for a given period.

### **Building Demolition Fund**

Fund established to finance the demolition and board-up of dangerous buildings. The Building Demolition Fund is funded through a fee of \$2.00 per \$1,000 estimated value of any building permit issued by the City.

### **Capital Improvements Fund**

Fund for long-term improvements and maintenance of the City's infrastructure and/or acquisition of equipment or property for public use.

### **Capital Improvement Sales Tax Trust Fund**

Fund established for revenues received from the one-half cent sales tax for capital improvements. This fund consists of the following five accounts: Ward Capital Improvements Account (50%), Major Park Capital Improvements Account (17%), Recreation Center Capital Improvements Account (3%), Citywide Capital Improvements Account (20%) and Police Department Capital Improvements Account (10%).

### **Child Support Unit (Parent Locator Fund)**

State supported fund through which the Circuit Attorney's Office conducts its program for recovering child support payments.

### **Columbia Bottoms Fund**

Fund established to account for transactions relating to Columbia Bottoms, a parcel of land along the Missouri River which the City owns and leases out for private farming. With the recent sale of most of the property to the Missouri Department of Conservation, activity in this fund has been significantly reduced.

### **Communications (Cable) Fund**

Fund established for the purpose of overseeing the cable television and communications industry in the city and establishing and managing a government access channel and necessary studio facilities. The Cable Division is funded through a 5% franchise fee imposed on Cable operators.

### **Community Development Agency**

City agency responsible for planning and implementing the housing and economic development plans of the City of St. Louis. CDA also oversees operation, administration and programmatic and compliance monitoring of the Community Development Block Grant program as well as other federal housing programs.





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### **Convention and Tourism Fund**

Fund established to foster and promote the City's convention and tourism industry. Expenditures from the fund are approved by members of the C & T Board consisting of the Mayor, the Comptroller and the President of the Board of Aldermen.

### **Convention and Sports Facility Trust Fund**

Fund established to help pay for the construction of the convention center expansion project. Revenues to the fund consist of the 3.5% gross receipts tax on hotel/motel receipts. These revenues are transferred to the City's General Fund and used to help pay the City's debt on the convention facility.

### **Debt Service**

Expenditures for principal and interest payments on loans, notes and bonds.

### **Debt Service Fund**

Fund used to specifically track payments of principal, interest and expenses on general obligation debt.

### **Department**

Major unit of organization in the City comprised of subunits called divisions.

### **Employee Health & Hospital (Benefits) Fund**

A fund financed jointly by the City, its employees and retirees to ensure adequate health and hospital care for employees and retirees of the City. The income for this fund is derived from appropriations made in other City funds.

### **Encumbrance**

An obligation for which payment is anticipated but has not yet been made. Typically encumbrances represent outstanding purchase orders or contracts. The funds appropriated for these expenses are set aside in a reserve for payment. An item will remain an encumbrance until the obligation is paid or otherwise released.

### **Enterprise Fund**

A fund used to account for operations that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the cost of providing goods or services to the public on a continuing basis be financed or recovered primarily through user charges. The City's Airport, Water and Parking Meter Divisions are enterprises.



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### **Estimate and Apportionment, Board of**

The City's chief fiscal body - comprised of the Mayor, the Comptroller and the President of the Board of Aldermen.

### **Expenditure**

Money actually spent by the City for the programs and projects included in the approved budget.

### **Federal Mandate**

A regulation or requirement imposed on state or local governments by the Federal government. Federal mandates include the Clean Air Act, Clean Water Act, Americans with Disabilities Act and Underground Storage Tank Regulations.

### **Fiscal Year**

Twelve month period to which the budget applies. In St. Louis this is July 1 to June 30.

### **Fund Balance**

The level of funds remaining as measured generally at the conclusion of a fiscal year, after allocating for all encumbrances and other commitments. The fund balance often includes reserves set-aside to meet future obligations, (e.g. 27<sup>th</sup> pay reserve, rainy day reserve). From a fiscal policy standpoint, emphasis is often placed on the level of "unreserved" fund balance as an indicator of fiscal stability. The City's policy is to achieve and maintain an unreserved general fund balance at a minimum of 5% of the general fund budget.

### **General Fund**

The main operating fund of the City.

### **Health Care Trust Fund**

Fund created in 2001 from a portion of receipts from the local use tax. Funds are dedicated to providing public health care services within the City of St. Louis. In November 2002, voters replaced the existing local use tax with a new local use tax. Under a new allocation formula, a total of \$5.0 mil. per year is to be allocated to the Health Care Trust Fund beginning in FY04.

### **Lateral Sewer Repair Fund**

Fund established in 1989 to provide the cost of the repairs of leaking lateral sewer service lines on residential properties. The Lateral Sewer Repair Program is funded by a \$28.00 annual fee on all residential property having six or less dwelling units.

### **Local Use Tax**

Originally approved by City voters in April, 2001, the local use tax is a tax imposed on purchases made from out of state vendors. The local use tax rate is equal to the City's local sales tax rate.



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The local use tax was replaced by voters in November, 2002 with a new local use tax. Proceeds from the new local use tax are to be allocated each fiscal year in the amount of \$5 million each to the Health Care Trust Fund and the Affordable Housing Trust Fund, \$3 million for derelict building demolition and any excess amounts shall be dedicated collectively to any of the following: derelict building demolition, public safety, neighborhood preservation, development and preservation of affordable and accessible housing and public health care services.

**Parking Funds**

Funds used to track revenues and expenses of the Parking Meter Division and Kiel Parking Facility. Both of these operations are managed as separate enterprise funds by the Treasurer's Office.

**Port Authority Fund**

Fund established to manage all phases of the harbor and wharves operation including enforcement of all regulations with the guidance of a Port Development Commission.

**Program**

A set of activities conducted by a department or division to provide a specific service.

**Property Tax**

A tax levied on the assessed value of property (e.g. personal, real estate).

**Public Facilities Protection Corporation**

A not-for-profit corporation established to provide the City with Surety Bond and Insurance coverage and general protection from judgements rendered against the City. Each year the City makes a contribution to PFPC out of the General Fund.

**Revenue**

Income received by the City government from sources, such as taxes, fees, user charges, grants and fines, which is used to support the government's facilities and services to the community.

**Riverboat Gaming Fund**

Fund established to account for revenues from riverboat gaming. Appropriations from this fund are used for three primary purposes, 1) public safety on the riverfront, 2) capital expenditures (i.e. local bridge match, etc.) and 3) economic development. Revenue from riverboat gaming leases is received through the Port Authority Fund.



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### **Special Revenue Fund**

A fund used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

### **Street Improvement Fund (St. Louis Works)**

A street and sidewalk improvement program funded primarily from a portion of City utility taxes and State motor vehicle sales tax revenues. St. Louis Works funds are appropriated under a separate ordinance on a calendar year basis.

### **Tax Incremental Financings**

Funding mechanism that uses the tax benefits generated by a development to pay the debt for improvements related to the development.

### **Transportation Fund**

Fund used to account for revenues and appropriations from the 0.5% transportation sales tax and the 0.25% metrolink sales tax. All revenues into the transportation fund are currently appropriated to the Bi-State Development Agency that operates the regional mass transit system.

### **Trust and Agency Funds**

Funds used to account for assets held by a government unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or funds.

### **Twenty-Seventh Pay Reserve**

Reserve set aside for fiscal years in which a 27<sup>th</sup> pay day occurs. With bi-weekly pay periods, a 27<sup>th</sup> pay day will occur once every 11 years. A 27<sup>th</sup> pay day last occurred in FY95 and will occur again in FY06.

### **User Fees**

Fees paid directly by citizens for a service used (i.e. park fees, bus fares).

### **Water Division Fund**

An enterprise fund used to account for the revenues and expenses of the Water Division, which is owned and operated by the City and funded primarily through water sales.



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## COMMON ACRONYMS

<b>ADA</b>	Americans with Disabilities Act	<b>ESD</b>	Equipment Services Division
<b>BPS</b>	Board of Public Service	<b>ITSA</b>	Information Technology Services Agency
<b>CDA</b>	Community Development Agency	<b>ISTEA</b>	Inter-modal Surface Transportation Efficiency Act
<b>CDBG</b>	Community Development Block Grant	<b>LLEBG</b>	Local Law Enforcement Block Grant
<b>CEMA</b>	City Emergency Management Agency	<b>MSI</b>	Medium Security Institution
<b>CJC</b>	City Justice Center	<b>NSO</b>	Neighborhood Stabilization Officer
<b>COPS</b>	Community Oriented Policing Services	<b>PFPC</b>	Public Facilities Protection Corporation
<b>CORR</b>	Community Outreach for Risk Reduction	<b>REJIS</b>	Regional Justice Information Service
<b>CREA</b>	Civil Rights Enforcement Agency	<b>SLAA</b>	St. Louis Area Agency on Aging
<b>C&amp;T</b>	Convention and Tourism Fund	<b>SLATE</b>	St. Louis Agency on Training and Employment
<b>CSB</b>	Citizen Service Bureau	<b>SLDC</b>	St. Louis Development Corporation
<b>E&amp;A</b>	Board of Estimate and Apportionment	<b>SLPD</b>	St. Louis Metropolitan Police Department
<b>EMS</b>	Emergency Medical Service		